



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: 03-13-2023

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>	CMA 0313 0313 DEP2200000014 2	<b>Procurement Folder:</b>	970156
<b>Document Name:</b>	Human Resource Development	<b>Reason for Modification:</b>	Change Order CO#1 - Renewal for One (1) year No Other Changes
<b>Document Description:</b>	Change Order/One (1) yr renewal Human Resource Development		
<b>Procurement Type:</b>	Central Master Agreement		
<b>Buyer Name:</b>			
<b>Telephone:</b>			
<b>Email:</b>			
<b>Shipping Method:</b>	Best Way	<b>Effective Start Date:</b>	2022-05-01
<b>Free on Board:</b>	FOB Dest, Freight Prepaid	<b>Effective End Date:</b>	2024-04-30

VENDOR		DEPARTMENT CONTACT	
<b>Vendor Customer Code:</b>	000000210891	<b>Requestor Name:</b>	Jessica S Chambers
EPIPHANY CONSULTING LLC PO BOX 9296		<b>Requestor Phone:</b>	304-926-0499
SOUTH CHARLESTON WV 25309 US		<b>Requestor Email:</b>	jessica.s.chambers@wv.gov
<b>Vendor Contact Phone:</b>	304-556-4839	<b>23</b> FILE LOCATION _____	
<b>Extension:</b>			
<b>Discount Details:</b>			
	<b>Discount Allowed</b>	<b>Discount Percentage</b>	<b>Discount Days</b>
#1	No	0.0000	0
#2	No		
#3	No		
#4	No		

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

3-15-23 BAY

<b>Total Order Amount:</b>	Open End
----------------------------	----------

Purchasing Division's File Copy

ENTERED

JM 3.15.2023

**PURCHASING DIVISION AUTHORIZATION**  
 DATE: *Munt* 3/15/2023  
 ELECTRONIC SIGNATURE ON FILE

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

**ENCUMBRANCE CERTIFICATION**  
*Beverly Tolen*  
 DATE: 3-21-2023  
 ELECTRONIC SIGNATURE ON FILE

3/20/2023

**Extended Description:**

Change Order

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 May 1, 2023 through April 30, 2024.

Renewals Remaining: Two (2)

All provisions of the original Contract and subsequent Change Orders not modified herein shall remain in full force and effect.

No Other Changes

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	80111500			EA	200.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** 3.1.1 Profile XT or equal

**Extended Description:**

3.1.1 Profile XT or equal

Reference Section 3.1.1 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	80111500			EA	125.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** 3.2.2 Customer Service Profile or equal

**Extended Description:**

3.2.2 Customer Service Profile or equal

Reference Section 3.2.2 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	80111500			EA	95.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** 3.2.3 Profiles Performance Indicator or equal

**Extended Description:**

3.2.3 Profiles Performance Indicator or equal

Reference Section 3.2.3 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	80111500			EA	350.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** 3.2.4 Checkpoint 360 or equal

**Extended Description:**

3.2.4 Checkpoint 360 or equal

Reference Section 3.2.4 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
5	80111500			EA	32.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** 3.2.5 SOSII or equal

**Extended Description:**  
3.2.5 SOSII or equal  
Reference Section 3.2.5 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
6	80111500			YR	1000.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** 3.2.6 Assessment Portal or equal

**Extended Description:**  
3.2.6 Assessment Portal or equal  
Reference Section 3.2.6 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
7	80111500			HOUR	400.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** 3.2.7 Workshops

**Extended Description:**  
3.2.7 Workshops  
Reference Section 3.2.7 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
8	80111500			EA	1995.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** 3.2.8 Certification of Agency Trainers

**Extended Description:**  
3.2.8 Certification of Agency Trainers  
Reference Section 3.2.8 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
9	80111500			EA	50.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** 3.2.9 Workplace Engagement Survey or equal

**Extended Description:**  
3.2.9 Workplace Engagement Survey or equal  
Reference Section 3.2.9 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
10	80111500			EA	50.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** 3.2.10 Skills Test or equal

**Extended Description:**  
3.2.10 Skills Test or equal  
Reference Section 3.2.10 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
11	80111500			EA	240.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** 3.2.11.1 Everything DiSC 363 Leader or equal

**Extended Description:**  
3.2.11.1 Everything DiSC 363 Leader or equal  
Reference Section 3.2.11.1 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
12	80111500			EA	72.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** 3.2.11.2 Everything DiSC Workplace or equal

**Extended Description:**  
3.2.11.2 Everything DiSC Workplace or equal  
Reference Section 3.2.11.2 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
13	80111500			EA	120.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** 3.2.11.3 Everything DiSC Management or equal

**Extended Description:**  
3.2.11.3 Everything DiSC Management or equal  
Reference Section 3.2.11.3 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
14	80111500			EA	120.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** 3.2.11.4 Everything DiSC Sales or equal

**Extended Description:**  
3.2.11.4 Everything DiSC Sales or equal  
Reference Section 3.2.11.4 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
15	80111500			EA	120.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** 3.2.11.5 Everything DiSC Facilitator Team Report or equal

**Extended Description:**  
 3.2.11.5 Everything DiSC Facilitator Team Report or equal  
 Reference Section 3.2.11.5 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
16	80111500			EA	120.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** 3.2.11.6 Everything DiSC Culture Report or equal

**Extended Description:**  
 3.2.11.6 Everything DiSC Culture Report or equal  
 Reference Section 3.2.11.6 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
17	80111500			EA	96.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** 3.2.11.7 Everything DiSC Conflict Resolution or equal

**Extended Description:**  
 3.2.11.7 Everything DiSC Conflict Resolution or equal  
 Reference Section 3.2.11.7 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
18	80111500			YR	1000.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** 3.2.11.8 Everything DiSC Sub Account or equal

**Extended Description:**  
 3.2.11.8 Everything DiSC Sub Account or equal  
 Reference Section 3.2.11.8 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
19	80111500			EA	2495.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** 3.2.11.9 Everything DiSC Workplace Certification or equal

**Extended Description:**  
 3.2.11.9 Everything DiSC Workplace Certification or equal  
 Reference Section 3.2.11.9 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
20	80111500			EA	1495.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** 3.2.11.10 Everything DiSC Facilitation Kit or equal

**Extended Description:**  
3.2.11.10 Everything DiSC Facilitation Kit or equal  
Reference Section 3.2.11.10 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
21	80111500			EA	120.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** 3.2.12.1 The Five Behaviors Profile or equal

**Extended Description:**  
3.2.12.1 The Five Behaviors Profile or equal  
Reference Section 3.2.12.1 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
22	80111500			EA	1495.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** 3.2.12.2 The Five Behaviors Facilitator Kit or equal

**Extended Description:**  
3.2.12.2 The Five Behaviors Facilitator Kit or equal  
Reference Section 3.2.12.2 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
23	80111500			EA	2495.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** 3.2.12.3 The Five Behaviors Certification or equal

**Extended Description:**  
3.2.12.3 The Five Behaviors Certification or equal  
Reference Section 3.2.12.3 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
24	80111500			YR	1000.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** 3.2.12.4 The Five Behaviors Sub Account or equal

**Extended Description:**  
3.2.12.4 The Five Behaviors Sub Account or equal  
Reference Section 3.2.12.4 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
25	80111500			EA	375.000000
	<b>Service From</b>	<b>Service To</b>			<b>Service Contract Amount</b>
					0.00

**Commodity Line Description:** 3.2.13 Emotional Intelligence or equal

**Extended Description:**  
3.2.13 Emotional Intelligence or equal  
Reference Section 3.2.13 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
26	80111500			EA	120.000000
	<b>Service From</b>	<b>Service To</b>			<b>Service Contract Amount</b>
					0.00

**Commodity Line Description:** 3.2.14 Everything DiSC Agile EQ or equal

**Extended Description:**  
3.2.14 Everything DiSC Agile EQ or equal  
Reference Section 3.2.14 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
27	80111500			HOUR	195.000000
	<b>Service From</b>	<b>Service To</b>			<b>Service Contract Amount</b>
					0.00

**Commodity Line Description:** 3.2.15 Consulting Services

**Extended Description:**  
3.2.15 Consulting Services  
Reference Section 3.2.15 of Specifications



---

west virginia department of environmental protection

---

Business and Technology Office  
601 57<sup>th</sup> Street, S.E.  
Charleston, WV 25304-2345  
Phone: 304-926-0499 Fax: 304-926-0461

Harold D. Ward, Cabinet Secretary  
dep.wv.gov

February 23, 2023

Epiphany Consulting LLC  
PO Box 9296  
South Charleston, WV 25309

Contract Number: CMA DEP 22\*14 Human Resources Development

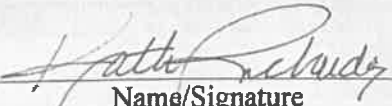
The West Virginia Department of Environmental Protection is offering to renew subject contract under the same terms, conditions, pricing, and specifications. The renewal dates are May 1, 2023, through April 30, 2024. If your company agrees to this renewal, please sign below, and return to my attention as soon as possible.

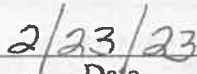
Please let me know if you have questions.

*Sherri D Weathersbee, WVPBC*  
Business and Technology Office  
WV Dept. of Environmental Protection  
Phone (304)926-0499 X 41142  
[Sherri.weathersbee@wv.gov](mailto:Sherri.weathersbee@wv.gov)

**To Be completed by the Vendor:**

We agree to renew the contract for the period as stated above, according to the terms, conditions, prices and specifications contained in the original contract including all authorized change orders.

  
\_\_\_\_\_  
Name/Signature

  
\_\_\_\_\_  
Date