



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

State of West Virginia
Master Agreement

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

Order Date: 01-11-2023

Order Number:	CMA 0402 0033 EDD2200000003 2	Procurement Folder:	994122
Document Name:	COURT REPORTING SERVICES FOR IDEA DISPUTE	Reason for Modification:	
Document Description:	COURT REPORTING SERVICES FOR IDEA DISPUTE	Change Order No. 1 - contract renewal	
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2022-03-15
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2024-03-14

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	000000161400	Requestor Name:	Patricia S Davis
SARGENTS COURT REPORTING SERVICE INC 210 MAIN ST		Requestor Phone:	(304) 558-2696
JOHNSTOWN PA 159011509 US		Requestor Email:	patty.davis@k12.wv.us
Vendor Contact Phone:	814-536-8908	<div style="font-size: 48pt; font-weight: bold;">23</div> <div style="font-weight: bold;">FILE LOCATION _____</div>	
Extension:			
Discount Details:			
#1	No	0.0000	0
#2	No		
#3	No		
#4	No		

INVOICE TO	SHIP TO
OFFICE OF FINANCE & INTERNAL OPERATIONS DEPARTMENT OF EDUCATION BLDG 6, RM 700 1900 KANAWHA BLVD E CHARLESTON WV 25305 US	SECRETARY DEPARTMENT OF EDUCATION OFFICE OF SCHOOL IMPROVEMENT 1900 KANAWHA BLVD E, BLDG 6 RM 700 CHARLESTON WV 25305 US

1-12-23 BAO

Total Order Amount: _____ **Open End**

Purchasing Division's File Copy

ENTERED

PURCHASING DIVISION AUTHORIZATION
 DATE: *1-12-23*
 ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM
 DATE: *1/17/2023*
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
 DATE: *1/18/2023*
 ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order No. 1 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: 03/15/2023 through 03/14/2024

Renewals Remaining: 2

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	82111603			HOURL	37.500000
	Service From	Service To			

Commodity Line Description: Hourly Rate For First 2 Hours

Extended Description:

Includes set-up, equipment, supplies, and travel; see travel exception on Section 10 of the specifications.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	82111603			EA	146.250000
	Service From	Service To			

Commodity Line Description: Transcript in 8-14 Days

Extended Description:

Original, 1 Copy, & CD (25 page increments per each)

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	82111603			EA	5.850000
	Service From	Service To			

Commodity Line Description: Transcript in 8-14 Days Per Page

Extended Description:

For less than and/or in excess of the 25 page increments

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	82111603			EA	150.000000
	Service From	Service To			

Commodity Line Description: Transcript in 3-7 Days

Extended Description:

Original, 1 copy, & CD (25 page increments per each)

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
5	82111603			EA	6.000000
	Service From	Service To			

Commodity Line Description: Transcript in 3-7 Days Per Page

Extended Description:

Per Page For less than and/or in excess of the 25 page increments.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
6	82111603			EA	156.250000
	Service From	Service To			

Commodity Line Description: Transcript in 48 hours

Extended Description:

Original, 1 copy & CD, (25 page increments per each)

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
7	82111603			EA	6.250000
	Service From	Service To			

Commodity Line Description: Transcript in 48 hours Per Page

Extended Description:

Per page for less than and/or in excess of the 25 page increments

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
8	82111603			EA	156.250000
	Service From	Service To			

Commodity Line Description: Transcript in 24 hours

Extended Description:

Original, 1 copy & CD, (25 page increments per each)

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
9	82111603			EA	6.250000
	Service From	Service To			

Commodity Line Description: Transcript in 24 Hours Per Page

Extended Description:

Per page for less than and/or in excess of the 25 page increments



1900 Kanawha Boulevard, East, Building 6 • Charleston, WV 25305
wvde.us

December 8, 2022

Ms. Sara Ann Sargent/ Kainani S. Rose
Sargent's Court Reporting Service, Inc.
210 Main Street
Johnstown, PA 15901

Subject: CMA_EDD2200000003 – CO1 – Contract Renewal
Court Reporting Services for IDEA Disputes

The West Virginia Department of Education is offering to renew subject contract under the same terms, conditions, pricing and specifications as contained in the original contract and all approved change orders. The renewal dates are March 15, 2023 through March 14, 2024. If your company agrees to this renewal, please sign below and return to my attention as soon as possible.

Remaining Renewals: Two (2)

Please contact me with any questions.

Sincerely,

Sheila Paitsel
Director, Federal Programs
West Virginia Department of Education

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

Sara A. Sargent / Kainani S. Rose
Name / Signature

12/21/22

Date

President
Title