



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: 01-20-2023

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 0403 0403 DBS2000000001 4	Procurement Folder:	664366
Document Name:	American Sign Language Interpreter(s)	Reason for Modification:	Change Order #3 is issued to renew the contract.
Document Description:	American Sign Language Interpreting at the WVSDDB		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2020-02-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2024-01-31

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	000000174507			Requestor Name:	Mark Gandolfi
SHARON J LOAR 331 COMMUNITY WAY				Requestor Phone:	(304) 822-4810
ROMNEY WV 26757				Requestor Email:	mgandolfi@k12.wv.us
US				<div style="font-size: 48px; font-weight: bold;">23</div> <div style="font-weight: bold;">FILE LOCATION _____</div>	
Vendor Contact Phone:	304-822-4844	Extension:			
<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
ACCOUNTS PAYABLE SCHOOL FOR THE DEAF & BLIND 301 EAST MAIN ST	CENTRAL SUPPLY SCHOOL FOR THE DEAF & BLIND 301 EAST MAIN ST
ROMNEY WV 26757-1894	ROMNEY WV 26757-1894
US	US

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

ENTERED

**PURCHASING DIVISION AUTHORIZATION**  
 DATE: *1-20-23*  
 ELECTRONIC SIGNATURE ON FILE

**ATTORNEY GENERAL APPROVAL AS TO FORM**  
 DATE: *1/24/2023*  
 ELECTRONIC SIGNATURE ON FILE

**ENCUMBRANCE CERTIFICATION**  
 DATE: *1/25/2023*  
 ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

Change Order

Change Order No.03 is issued to renew the original contract according to all terms conditions, prices and specifications contained in the original contract including authorized change orders.

Effective date of renewal: 2/01/2023 through 1/31/2024

Renewals remaining: (0)

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	82112067			HOUR	50.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** Sign language interpretation service

**Extended Description:**



# The West Virginia Schools for the Deaf and the Blind

Established 1870  
301 EAST MAIN STREET  
ROMNEY, WEST VIRGINIA 26757  
Telephone - 304-822-4800

January 3, 2023

Sharon J Loar  
331 Community Way  
Romney, WV 26757

Subject: CMA 0403 DBS 2000000001 Contract Renewal – Change Order No. 3  
American Sign Language Interpreting at the WVSDB

The West Virginia School for the Deaf and Blind 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 February 1, 2023 through January 31, 2024. If you agree to this renewal, please sign below and return to my attention as soon as possible.

Remaining renewals: 0 (zero)

Please call if you have any questions.

Very truly yours,

Tabitha J. Crist  
CFO  
West Virginia School for the Deaf and Blind

*\*Vendor signature required below*

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.

Sharon J. Loar Sharon J. Loar  
Vendor Name / Signature

1/4/2023  
Date

Interpreter  
Title

Attachment