

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

State of West Virginia Delivery Order

Order Date: 04-11-2023

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: | CDO 0506 0506 HHR2300000008 4 | Procurement Folder: 1175385 |
|-----------------------|---|--|
| Document Name: | Change Order No. 3 | Reason for Modification: |
| Document Description: | Accounting Technician II Temporary Staffing | Change Order No. 3 To add additional Accounting Technician Temporary Staff for BPH effective 04/11/2023 - 02/09/2024 |
| Procurement Type: | Central Delivery Order | |
| Buyer Name: | Crystal G Hustead | |
| Telephone: | (304) 558-2402 | |
| Email: | crystal.g.hustead@wv.gov | |
| Shipping Method: | Best Way | Master Agreement Number: CMA 0506 HHR2000000007 4 |
| Free on Board: | FOB Dest, Freight Prepaid | OWA 0500 1111(200000000) 4 |

| | VENDOR | | | | DEPARTMENT CONTACT | | |
|-------|---|---------------|---------|---------------|---|---|--|
| EXPR | or Customer Code: RESS SERVICES INC HL BLVD | 00000022841 | 9 | | Requestor Name: Requestor Phone: Requestor Email: | Elizabeth Webb (304) 558-2996 elizabeth.a.webb@wv.gov | |
| SOUT | TH CHARLESTON | | WV | 25309 | | | |
| US | | | | | | 22 | |
| Vend | or Contact Phone: | 999-999-9999 | Extensi | on: | | 23 | |
| Disco | ount Details: | | | | | FILE LOCATION | |
| | Discount Allowed | Discount Pero | entage | Discount Days | . | | |
| #1 | No | 0.0000 | | 0 | - | | |
| #2 | No | | | | - | | |
| #3 | No | | | | E. | | |
| #4 | No | | | | -1 | | |

| INV | OICE TO | | SHIP TO |
|--|----------|---|---------------|
| BUYER - 304-957-0209 HEALTH AND HUMAN RESOURCES | 3 | PURCHASING DIRECTOR 304- HEALTH AND HUMAN RESOUR | 356-4116 |
| FINANCE | | BPH - ENVIRONMENTAL HEAL | TH SERVICES |
| ONE DAVIS SQUARE, STE 300 | | 350 CAPITOL ST, RM 313 | |
| CHARLESTON | WV 25301 | CHARLESTON | WV 25301-1757 |
| us | | US | |

Purchasing Division's File Copy

Total Order Amount:

\$686,616.00

ENTERED

PURCHASING DIVISION AUTHORIZATION

ELECTRONIC SIGNATURE ON FILE

ENCUMERANCE CERTIFICATION

ELECTRONIC SIGNATURE ON FILE

Date Printed: Apr 11, 2023 Order Number: CDO 0506 0506 HHR2300000008 4

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FORM ID: WV-PRC-CDO-002 2020/05

Extended Description:

Change Order No. 3 To add additional Accounting Technician Temporary Staff for BPH effective 04/11/2023 through 02/09/2024.

Jeanine Cameron - Estimated 1736 hours (1536 regular hrs. estimated 200 overtime hrs.) - BPH Finance

Quantities listed in this delivery order are approximations only, based on agency estimates. It is understood and agreed that the Contract shall cover the quantities worked during the term of this delivery order, whether more or less than the quantities shown.

Payment will only be made for actual commodities and/or services rendered.

No other changes.

| Line | Commodity Code | Quantity | Unit | Unit Price | Total Price |
|--------------|----------------|--------------|------|------------|---------------|
| 1 | 80111605 | 950.00000 | HOUR | \$21.0000 | \$19,950,00 |
| Service From | Service To | Manufacturer | | Model No | Delivery Date |
| 2023-02-10 | 2023-06-30 | | | | 2023-02-10 |

Commodity Line Description: Accounting Technician II - Justine M. Keaton

Extended Description:

Accounting Technician II Temporary Staffing - BPH Finance

Justine M. Keaton - Estimated regular hours - 950 hrs X 21.00 = 19.950.00

| Line | Commodity Code | Quantity | Unit | Unit Price | Total Price |
|--------------|----------------|--------------|------|------------|---------------|
| 2 | 80111605 | 950.00000 | HOUR | \$21,0000 | \$19.950.00 |
| Service From | Service To | Manufacturer | | Model No | Delivery Date |
| 2023-02-10 | 2023-06-30 | | | | 2023-02-10 |

Commodity Line Description: Accounting Technician II - Jared Nelson

Extended Description:

Accounting Technician II Temporary Staffing - BPH Finance

Jared Nelson - Estimated regular hours - 950 hrs X 21.00 = 19,950.00

| Line | Commodity Code | Quantity | Unit | Unit Price | Total Price |
|--------------|----------------|--------------|------|------------|---------------|
| 3 | 80111605 | 950.00000 | HOUR | \$21,0000 | \$19,950.00 |
| Service From | Service To | Manufacturer | | Model No | Delivery Date |
| 2023-02-10 | 2023-06-30 | | | | 2023-02-10 |

Commodity Line Description: Accounting Technician II - Maranda Gilkeron

Extended Description:

Accounting Technician II Temporary Staffing - BPH Finance

Maranda Gilkeron - Estimated regular hours - 950 hrs X 21.00 = 19,950.00

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| Lige | Commodity Code | Quantity | Unit | Unit Price | Total Price |
|--------------|----------------|--------------|------|------------|---------------|
| 4 | 80111605 | 950.00000 | HOUR | \$21.0000 | \$19,950.00 |
| Service From | Service To | Manufacturer | | Model No | Delivery Date |
| 2023-02-10 | 2023-06-30 | | | | 2023-02-10 |

Commodity Line Description:

Accounting Technician II - Victoria Bishop

Extended Description:

Accounting Technician II Temporary Staffing - BPH Finance

Victoria Bishop - Estimated regular hours - 950 hrs X \$21.00 = \$19,950.00

| Line | Commodity Code | Quantity | Unit | Unit Price | Total Price |
|--------------|----------------|--------------|------|------------|---------------|
| 5 | 80111605 | 950.00000 | HOUR | \$21.0000 | \$19,950.00 |
| Service From | Service To | Manufacturer | | Model No | Delivery Date |
| 2023-02-10 | 2023-06-30 | | | | 2023-02-10 |

Commodity Line Description:

Accounting Technician II - Anthony Badger

Extended Description:

Accounting Technician II Temporary Staffing - BPH Finance

Anthony Badger - Estimated regular hours - 950 hrs X 21.00 = 19,950.00

| Line | Commodity Code | Quantity | Unit | Unit Price | Total Price |
|--------------|----------------|--------------|------|------------|---------------|
| 6 | 80111605 | 950.00000 | HOUR | \$21.0000 | \$19,950.00 |
| Service From | Service To | Manufacturer | | Model No | Delivery Date |
| 2023-02-10 | 2023-06-30 | | | | 2023-02-10 |

Commodity Line Description:

Accounting Technician II - Alice Burgess

Extended Description:

Accounting Technician II Temporary Staffing - BPH Finance

Alice Burgess - Estimated regular hours - 950 hrs X \$21.00 = \$19,950

| Line | Commodity Code | Quantity | Unit | Unit Price | Total Price |
|--------------|----------------|--------------|------|------------|---------------|
| 3 | 80111605 | 950.00000 | HOUR | \$21.0000 | \$19,950.00 |
| Service From | Service To | Manufacturer | | Model No | Delivery Date |
| 2023-02-10 | 2023-06-30 | | | | 2023-02-10 |

Commodity Line Description:

Accounting Technician II - Gary Stewart

Extended Description:

Accounting Technician II Temporary Staffing - BPH Finance

Gary Stewart - Estimated regular hours - 950 hrs X \$21.00 = \$19,950

| Line | Commodity Code | Quantity | Unit | Unit Price | Total Price |
|--------------|----------------|--------------|------|------------|---------------|
| 9 | 80111605 | 1330.00000 | HOUR | \$21.0000 | \$27,930.00 |
| Service From | Service To | Manufacturer | | Model No | Delivery Date |
| 2023-07-01 | 2024-02-09 | | | | 2023-02-10 |

Commodity Line Description:

Accounting Technician II - Justine M. Keaton

Extended Description:

Accounting Technician II Temporary Staffing - BPH Finance

Justine M. Keaton - Estimated regular hours - 1330 hrs X 21.00 = 27,930

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| Line 1 | Commodity Code | Quantity | Unit | Unit Price | Total Price |
|--------------|----------------|--------------|------|------------|---------------|
| 10 | 80111605 | 1330.00000 | HOUR | \$21,0000 | \$27,930.00 |
| Service From | Service To | Manufacturer | | Model No | Delivery Date |
| 2023-07-01 | 2024-02-09 | | | | 2023-02-10 |

Commodity Line Description:

Accounting Technician II - Jared Nelson

Extended Description:

Accounting Technician II Temporary Staffing - BPH Finance

Jarad Nelson - Estimated regular hours - 1330 hrs X \$21.00 = \$27,930

| Line | Commodity Code | Quantity | Unit | Unit Price | Total Price |
|--------------|----------------|--------------|------|------------|---------------|
| 11 | 80111605 | 1330.00000 | HOUR | \$21,0000 | \$27,930,00 |
| Service From | Service To | Manufacturer | | Model No | Delivery Date |
| 2023-07-01 | 2024-02-09 | | | | 2023-02-10 |

Commodity Line Description:

Accounting Technician II - Maranda Gilkeron

Extended Description:

Accounting Technician II Temporary Staffing - BPH Finance

Maranda Gilkeron - Estimated regular hours - 1330 hrs \times \$21.00 = \$27,930

| Line | Commodity Code | Quantity | Unit | Unit Price | Total Price |
|--------------|----------------|--------------|------|------------|---------------|
| 12 | 80111605 | 1330.00000 | HOUR | \$21,0000 | \$27,930.00 |
| Service From | Service To | Manufacturer | | Model No | |
| 2023-07-01 | 2024-02-09 | | | model 140 | Delivery Date |
| | | | | | 2023-02-10 |

Commodity Line Description:

Accounting Technician II - Victoria Bishop

Extended Description:

Accounting Technician II Temporary Staffing - BPH Finance Victoria Bishop - Estimated regular hours - 1330 hrs X \$21.00 = \$27,930

| Line | Commodity Code | Quantity | Unit | Unit Price | Total Price |
|--------------|----------------|--------------|------|------------|---------------|
| 13 | 80111605 | 1330.00000 | HOUR | \$21,0000 | \$27,930.00 |
| Service From | Service To | Manufacturer | | Model No | Delivery Date |
| 2023-07-01 | 2024-02-09 | | | | 2023-02-10 |

Commodity Line Description:

Accounting Technician II - Anthony Badger

Extended Description:

Accounting Technician II Temporary Staffing - BPH Finance

Anthony Badger - Estimated regular hours - 1330 hrs X \$21.00 = \$27,930

| Line | Commodity Code | Quantity | Unit | Unit Price | Total Price |
|--------------|----------------|--------------|------|------------|---------------|
| 14 | 80111605 | 1330.00000 | HOUR | \$21.0000 | |
| Service From | Service To | Manufacturer | HOOK | Model No | \$27,930.00 |
| 2023-07-01 | 2024-02-09 | | | Model 140 | Delivery Date |
| Danis | | | | | 2023-02-10 |

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Commodity Line Description:

Accounting Technician II - Alice Burgess

Extended Description:

Accounting Technician II Temporary Staffing - BPH Finance

Alice Burgess - Estimated regular hours -1330 hrs X \$21.00 = \$27,930

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| Line | Commodity Code | Quantity | Unit | Unit Price | Total Price |
|--------------|----------------|--------------|------|------------|---------------|
| 16 | 80111605 | 950.00000 | HOUR | \$21.0000 | \$19,950.00 |
| Service From | Service To | Manufacturer | | Model No | Delivery Date |
| 2023-02-10 | 2023-06-30 | | | | 2023-02-10 |

Commodity Line Description:

Accounting Technician II - Michelle Sooy

Extended Description:

Accounting Technician II Temporary Staffing - ODCP

Michelle Sooy - Estimated regular hours - 950 hrs X \$21.00 = \$19,950

| Line | Commodity Code | Quantity | Unit | Unit Price | Total Price |
|--------------|----------------|--------------|------|------------|---------------|
| 18 | 80111605 | 1330.00000 | HOUR | \$21,0000 | \$27,930.00 |
| Service From | Service To | Manufacturer | | Model No | Delivery Date |
| 2023-07-01 | 2024-02-09 | | | | 2023-02-10 |

Commodity Line Description:

Accounting Technician II - Michelle Sooy

Extended Description:

Accounting Technician II Temporary Staffing - ODCP

Michelle Sooy - Estimated regular hours -1330 hrs X \$21.00 = \$27,930

| Line | Commodity Code | Quantity | Unit | Unit Price | Total Price |
|--------------|----------------|--------------|------|------------|---------------|
| 19 | 80111605 | 1330.00000 | HOUR | \$21.0000 | \$27,930.00 |
| Service From | Service To | Manufacturer | | Model No | Delivery Date |
| 2023-07-01 | 2024-02-09 | | | | 2023-02-10 |

Commodity Line Description:

Accounting Technician II - Gary Stewart

Extended Description:

Accounting Technician II Temporary Staffing - BPH Finance

Gary Stewart - Estimated regular hours - 1330 hrs X \$21.00 = \$27,930

| Line | Commodity Code | Quantity | Unit | Unit Price | T-4-1D2 |
|-------------------------|----------------|--------------|------|------------|---------------|
| 20 | 80111605 | 950,00000 | | | Total Price |
| 00711000 | | | HOUR | \$21.0000 | \$19,950.00 |
| Service From Service To | | Manufacturer | | Model No | Delivery Date |
| 2023-02-10 | 2023-06-30 | | | | 2023-02-10 |

Commodity Line Description:

Accounting Technician II - Krystin

Booher

Extended Description:

Accounting Technician II Temporary Staffing -DHHR A/R

Kristin Booher - Estimated regular hours - 950 hrs X \$21.00 = \$19,950

| Line | Commodity Code | Quantity | Unit | Unit Price | T-4-1 Pt : |
|--------------|----------------|--------------|--------|------------|---------------|
| 21 | 80111605 | 1330.00000 | HOUR | \$21.0000 | Total Price |
| Service From | Service To | Manufacturer | 110011 | Model No | \$27,930.00 |
| 2023-07-01 | 2024-02-09 | | | model 140 | Delivery Date |
| | | | | | 2023-02-10 |

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Commodity Line Description:

Accounting Technician II -Krystin Booher

Extended Description:

Accounting Technician II Temporary Staffing - DHHR A/R

Krystin Booher- Estimated regular hours -1330 hrs X \$21.00 =

\$27,930

| Line) | Commodity Code | Quantity | Unit | Unit Price | T-4-I D-1 |
|------------------|----------------|--------------|------|-----------------------|---------------|
| 22 | 80111605 | 90444007 | HOUR | | Total Price |
| Service From | Service To | Manufacturer | HOOK | \$21.0000 Model No | \$19,950.00 |
| 2023-02-10 | 2023-06-30 | | | model No | Delivery Date |
| Samuelle Line Be | | | | | 2023-02-10 |

Commodity Line Description: Accounting Technician II - Denise Chaber

Extended Description:

Accounting Technician II Temporary Staffing - P-Card

Denise Chaber - Estimated regular hours - 950 hrs X \$21.00 = \$19,950

| Line | Commodity Code | Quantity | Unit | Unit Price | Total Price |
|--------------------|----------------|--------------|-------|-----------------------|---------------|
| 23 | 80111605 | 1330,00000 | HOUR | | |
| Service From | Service To | Manufacturer | 11001 | \$21.0000 Model No | \$27,930.00 |
| 2023-07-01 | 2024-02-09 | | | INDUEL 140 | Delivery Date |
| Commodity Line Dec | | | | | 2023-02-10 |

Commodity Line Description: Accounting Technician II - Denise Chaber

Extended Description:

Accounting Technician II Temporary Staffing - P-Card

Denise Chaber - Estimated regular hours -1330 hrs X \$21.00 = \$27,930

| Line | Commodity Code | Quantity | Unit | Unit Price | T-4-1 D 1 |
|--------------|-----------------|--------------|-----------|-------------|---------------|
| 24 | 80111605 | 2000 00000 | | | Total Price |
| 00111088 | 2280.00000 HOUR | HOUR | \$21.0000 | \$47,880.00 | |
| Service From | Service To | Manufacturer | | Model No | |
| 2023-02-21 | 2024-02-09 | | | model NO | Delivery Date |

Commodity Line Description: CO 1 Accounting Technician II - Barry Lisenbee

Extended Description:

Change Order 1

Accounting Technician II Temporary Staffing - BPH Finance

Barry Lisenbee - Estimated regular hours - 2280 hrs X \$21.00 = \$47880

| Line | Commodity Code | Quantity | Unit | Unit Price | Tetal Dete |
|--------------|----------------|--------------|-------|------------|---------------|
| 25 | 80111605 | 1800.00000 | LIGHT | | Total Price |
| D | | 1000.0000 | HOUR | \$21.0000 | \$37,800.00 |
| Service From | Service To | Manufacturer | | Model No | Delisers D-t- |
| 2023-03-28 | 2024-02-09 | | | infodel No | Delivery Date |

Commodity Line Description: CO 2 Accounting Technician II - Brenton Davis

Extended Description:

Change Order 2

Accounting Technician II Temporary Staffing - BPH Finance

Brenton Davis - Estimated regular hours - 1800 hrs X \$21.00 = \$37,000.00

| Line | Commodity Code | Quantity | Unit | Unit Price | Total Dut |
|--------------|----------------|--------------|------|------------|-----------------------------------|
| 26 8011160 | 80111605 | 1800.00000 | HOUR | | Total Price \$37,800.00 |
| Service From | Service To | Manufacturer | HOUR | \$21.0000 | |
| 2023-03-28 | 2024-02-09 | Manuacturer | | Model No | Delivery Date |

Commodity Line Description: CO 2 Accounting Technician II - Kristina Hudnall

Extended Description:

Change Order 2

Accounting Technician II Temporary Staffing - BPH Finance

Kristina Hudnall - Estimated regular hours - 1800 hrs X \$21.00 = \$37,000.00

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| Line 1 | Commodity Code | Quantity | Unit | Unit Price | |
|--------------|----------------|--------------|------|------------|---------------|
| 27 80111605 | 80111605 | | | Unit Price | Total Price |
| | 00111005 | 2280.00000 | HOUR | \$21.0000 | \$47,880.00 |
| Service From | Service To | Manufacturer | | Model No | |
| 2023-02-21 | 2024-02-09 | | | Model No | Delivery Date |

Commodity Line Description: CO 1 Accounting Technician II John Beard

Extended Description:

Change Order 1

Accounting Technician II Temporary Staffing - BPH Finance

John Beard - Estimated regular hours - 2280 hrs X \$21.00 = \$47880

| Line | Commodity Code | Quantity | Unit | Unit Price | T-4-I D I |
|--------------|----------------|--------------|-----------|-------------|---------------|
| 28 | 80111605 | 1736.00000 | | | Total Price |
| | | Hour | \$21.0000 | \$36,456.00 | |
| Service From | Service To | Manufacturer | | Model No | Delivery Date |
| 2023-04-11 | 2024-02-09 | | | | Delivery Date |

Commodity Line Description: CO 3 Accounting Technician II Jeanine Cameron

Extended Description:

Change Order 3

Accounting Technician II Temporary Staffing - BPH Finance

Jeanine Cameron - Estimated regular hours - 1736 hrs x 21.00 = 36,456.00

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