



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

State of West Virginia Purchase Order

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.

Order Number:	CPO 0511 3839 HHR2100000001 13	Procurement Folder:	811633
Document Name:	CO 5 to extend contact	Reason for Modification:	CHANGE ORDER 5 TO EXTEND CONTRACT
Document Description:	ELECTRONIC CONTENT MANAGEMENT - COMPASS & ONBASE		
Procurement Type:	Central Sole Source		
Buyer Name:	Crystal G Hustead		
Telephone:	(304) 558-2402		
Email:	crystal.g.hustead@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2021-01-15
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2024-01-14

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	000000174277	Requestor Name:	Stephanie F Pettry
NORTHWOODS CONSULTING PARTNERS INC 5200 RINGS RD		Requestor Phone:	(304) 356-4011
DUBLIN OH 43017 US		Requestor Email:	stephanie.f.pettry@wv.gov
Vendor Contact Phone:	614-781-7800 Extension:	<div style="font-size: 48px; font-weight: bold;">23</div> <div style="font-weight: bold;">FILE LOCATION</div>	
Discount Details:			
Discount Allowed	Discount Percentage Discount Days		
#1 No	0.0000 0		
#2	Not Entered		
#3	Not Entered		
#4	Not Entered		

INVOICE TO	SHIP TO
BUYER - 304-957-0209 HEALTH AND HUMAN RESOURCES OFFICE OF THE SECRETARY ONE DAVIS SQUARE, FIRST FLOOR, EAST CHARLESTON WV 25301 US	BUYER - 304-957-0209 HEALTH AND HUMAN RESOURCES OFFICE OF THE SECRETARY ONE DAVIS SQUARE, FIRST FLOOR, EAST CHARLESTON WV 25301 US

Total Order Amount:	\$757,040.00
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Handwritten signature and date: 1/12/2023

Purchasing Division's File Copy

Handwritten initials and date: CH 1/12/23

ENTERED

PURCHASING DIVISION AUTHORIZATION DATE: <i>1-12-23</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>1/17/2023</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>1/17/2023</i> ELECTRONIC SIGNATURE ON FILE
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Handwritten date: 1/17/2023

Extended Description:

CHANGE ORDER

Change Order No. 5 is issued to extend the original contract 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.

Effective dates of extension: 01/15/2023 THROUGH 01/14/2024

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	81112200	0.00000		0.000000	416372.00
Service From	Service To	Manufacturer		Model No	
2021-01-15	2022-01-14				

Commodity Line Description: Software maintenance and support

Extended Description:

Electronic Content Management software maintenance (OnBase and Compass) and dedicated technical support.
ECMS-PATH ETL Project

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	81112200	0.00000		0.000000	340668.00
Service From	Service To	Manufacturer		Model No	
2022-01-15	2024-01-14				

Commodity Line Description: Software maintenance and support

Extended Description:

CHANGE ORDER 5

To extend service to date to January 14, 2024. A no cost extension.

CHANGE ORDER 4

To move \$189,260 from commodity line 2 to commodity line 1 to cover invoice PA-02237 amount of \$227,112.00.

No other changes.

CO 2 - No cost time extension.

Electronic Content Management software maintenance (OnBase and Compass) and dedicated technical support.
ECMS-PATH ETL Project



STATE OF WEST VIRGINIA
DEPARTMENT OF HEALTH AND HUMAN RESOURCES

Office of Management Information Services
One Davis Square, Suite 200
Charleston, WV 25301

Jeffrey H. Coben, MD
Interim Cabinet Secretary

Shaun L. Charles
Chief Information Officer

DATE: January 4, 2023
FROM: Stephanie Pettry, Procurement Associate *SP*
TO: Bryan Rosen, Director of DHHR Purchasing
SUBJECT: CPO 0511 HHR2100000001

This is a request to modify CPO 0511 HHR2100000001 under the same terms, conditions, prices, and specifications as contract number CPO HHR2100000001 with the State of West Virginia Department of Health and Human Resources, for another year, effective 1/15/2023 through 1/14/2024.

Northwoods has an open balance of \$340,688.00 and will need access to PATH, which has not occurred yet, to finish this project.

| 5200 Rings Road
| Dublin, OH 43017



VIA ELECTRONIC MAIL

January 4, 2023

WV DHHR Office of Management Information Services
One Davis Square, Suite 200
Charleston, WV 25301

Re: *Request for Contract Extension*

To Whom it May Concern:

We are requesting approval for an extension to the current Northwoods PATH Contract, #CPO HHR2100000001 from January 15, 2023 through January 14, 2024. Northwoods is unable to move forward with our work until we have access to PATH, which has not occurred yet.

Northwoods has an open balance of \$340,668.00 and agrees to a no cost extension with the same terms, conditions, prices and specifications as the contract #CPO HHR2100000001

Sincerely,

Nick Patel

Nick Patel
Chief Financial Officer

Ok
Althea Greenhow