



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

State of West Virginia
Contract

Order Date: 04-05-2023

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:	CCT 0511 2754 CSE2000000004 14	Procurement Folder:	694272
Document Name:	Change order 3	Reason for Modification:	Change order 3 to renew contract
Document Description:	database management system software maintenance		
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:	2020-05-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2024-04-30

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	00000206334			Requestor Name:	Virginia G Hill
SOFTWARE COMPUTER GROUP INC				Requestor Phone:	(304) 558-3780
PO BOX 27				Requestor Email:	virginia.g.hill@wv.gov
FRAZIERS BOTTOM	WV	25082		<div style="font-size: 48px; font-weight: bold;">23</div> <div style="font-weight: bold;">FILE LOCATION</div>	
US					
Vendor Contact Phone:	304-343-6480	Extension:			
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
FISCAL UNIT MANAGER 304-356-4715 HEALTH AND HUMAN RESOURCES CHILD SUPPORT ENFORCEMENT 350 CAPITOL ST, RM 147 CHARLESTON WV 25301-3703 US	FISCAL UNIT MANAGER 304-356-4715 HEALTH AND HUMAN RESOURCES CHILD SUPPORT ENFORCEMENT 350 CAPITOL ST, RM 147 CHARLESTON WV 25301-3703 US

4-11-23 HIB

Purchasing Division's File Copy

Total Order Amount:	\$290,816.64
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ENTERED

CH 4/11/23

PURCHASING DIVISION AUTHORIZATION  DATE: 4/11/2023 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM  DATE: 4/17/2023 ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION  DATE: 4-17-23 ELECTRONIC SIGNATURE ON FILE
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Extended Description:

Change order 3

Change order 3 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 years remaining: 0

NO OTHER CHANGES

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	81112205	12.00000	MO	6058.680000	\$72,704.16
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: database management system software maintenance

Extended Description:

flat rate monthly fee for one set of credentials for statewide use of the circuit clerks office court cases via circuit express

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	81112205	12.00000	MO	6058.680000	\$72,704.16
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: database management system software maintenance

Extended Description:

flat rate monthly fee for one set of credentials for statewide use of the circuit clerks office court cases via circuit express

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	81112205	12.00000	MO	6058.680000	\$72,704.16
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: database management system software maintenance

Extended Description:

flat rate monthly fee for one set of credentials for statewide use of the circuit clerks office court cases via circuit express
contract dates from 5/1/22-4/30/23

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	81112205	12.00000	MO	6058.680000	\$72,704.16
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: database management system software maintenance

Extended Description:

flat rate monthly fee for one set of credentials for statewide use of the circuit clerks office court cases via circuit express
contract dates from 5/1/23-4/30/24

Soft Ware Computer Group, Inc

SWCG, *We're all about I.T.*

PO Box 27
Fraziers Bottom, WV 25082-0027
email info@swcg-inc.com

Voice (304) 343-6480
(800) 795-8543
Fax (888) 600-7708

March 4, 2022

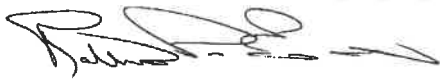
WV BCSE Purchasing Department
350 Capitol Street Room 147
Charleston, WV 25301-3703

RE: CCT CSE20*4

Software Computer Group, Incorporated **quotes** to provide WV DHHR Bureau for Child Support Enforcement unlimited usage of Circuit Express Online Circuit Court subscription service for twelve, (12) months, beginning May 1, 2023 through April 30, 2024 under the same terms, pricing, and conditions as the original contract in the amount of six thousand fifty eight dollars and sixty eight cents (\$6,058.68) .

Cordially yours,

Kimberly S. Gobe
ok to renew



Robert "Butch" Evans
President, SWCG



STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
OFFICE OF TECHNOLOGY
State Capitol
Charleston, West Virginia 25305

Mark D. Scott
Cabinet Secretary

Joshua D. Spence
Chief Information Officer

**TO: Christopher Itson, Procurement Associate
Department of Health and Human Resources**

FROM: Joshua D. Spence, Chief Information Officer
Office of Technology

A handwritten signature in black ink, appearing to read "JDS", written over the printed name of Joshua D. Spence.

**SUBJECT: INFORMATION TECHNOLOGY PROCUREMENT
HR004051 CCT CSE20*4 IS&C NUMBER: 2023-8334**

DATE: March 17, 2023

West Virginia Code §5A-6-4(a)(3) permits the Chief Technology Officer to "evaluate the economic justification, system design and suitability of information equipment and related services, and review and make recommendations on the purchase, lease or acquisition of information equipment and contracts for related services by the state spending units."

West Virginia Code §5A-6-4c requires that the Chief Technology Officer review and approve "a major information technology project."

West Virginia Code §5A-6-5 requires that "any state spending unit that pursues an information technology purchase that does not meet the definition of a 'major technology project' and that is required to submit a request for proposal to the State Purchasing Division prior to purchasing goods or services shall obtain the approval of the Chief Technology Officer, in writing, of any proposed purchase of goods or services related to its information technology and telecommunication systems.

After conducting a review of your request for CCT CSE 20*4 renewal, the Office of Technology has determined:

X That your request is approved.

That your request is not subject to the review and approval provisions contained in Chapter 5A, Article 6 of the Code, therefore, it does not need approval by the Office of Technology.

This memorandum constitutes this office's official review and a copy should be attached to your purchase order and any other correspondence related to this request.

If you have questions, or need additional information, please contact Consulting Services at Consulting.Services@wv.gov.