



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: 05-29-2024

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

<b>Order Number:</b>	CMA 0506 2937 CME2200000002 4	<b>Procurement Folder:</b>	958637
<b>Document Name:</b>	DRUG SCREEN REAGENT TEST KITS FOR BLOOD GAS ANALYZER	<b>Reason for Modification:</b>	CO3 TO RENEW CONTRACT
<b>Document Description:</b>	DRUG SCREEN REAGENT TEST KITS FOR BLOOD GAS ANALYZER		
<b>Procurement Type:</b>	Central Sole Source		
<b>Buyer Name:</b>			
<b>Telephone:</b>			
<b>Email:</b>			
<b>Shipping Method:</b>	Best Way	<b>Effective Start Date:</b>	2022-04-01
<b>Free on Board:</b>	FOB Dest, Freight Prepaid	<b>Effective End Date:</b>	2025-03-31

VENDOR		DEPARTMENT CONTACT	
<b>Vendor Customer Code:</b>	VS0000036850	<b>Requestor Name:</b>	Courtney M Buskirk
WERFEN USA LLC 180 HARTWELL RD		<b>Requestor Phone:</b>	304-352-4853
		<b>Requestor Email:</b>	courtney.m.buskirk@wv.gov
BEDFORD	MA	01730	
US			
<b>Vendor Contact Phone:</b>	8009559525	<b>Extension:</b>	
<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		

**24**  
 FILE LOCATION \_\_\_\_\_

INVOICE TO	SHIP TO
PURCHASING DIRECTOR 304-356-4116 HEALTH AND HUMAN RESOURCES  BUREAU FOR PUBLIC HEALTH OFFICE CHIEF MEDICAL EXAMINER  619 VIRGINIA ST WEST  CHARLESTON WV 25302  US	PURCHASING DIRECTOR 304-356-4116 HEALTH AND HUMAN RESOURCES  BUREAU FOR PUBLIC HEALTH OFFICE CHIEF MEDICAL EXAMINER  619 VIRGINIA ST W  CHARLESTON WV 25302  US

5-30-24 GC

<b>Total Order Amount:</b>	Open End
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Purchasing Division's File Copy

CH 5/29/24  
 PURCHASING DIVISION AUTHORIZATION  
 DATE: *Tara H* 5/29/24  
 ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM  
 DATE: *John S. Gray*  
 ELECTRONIC SIGNATURE ON FILE  
 5/30/2024

ENCUMBRANCE CERTIFICATION  
 DATE: *D. C. 5-30-24*  
 ELECTRONIC SIGNATURE ON FILE

**Extended Description:**  
CHANGE ORDER 3

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: 04/01/2024 THROUGH 03/31/2025

RENEWALS REMAINING: 1

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	41116007			TEST	750.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2022-04-01	2023-06-30		0.00	

Commodity Line Description: PVP

**Extended Description:**  
PVP 00024001515

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	41116007			TEST	350.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2022-04-01	2023-06-30		0.00	

Commodity Line Description: CHEMSTAT PVP 1-5

**Extended Description:**  
CHEMSTAT PVP 1-5 00044001515

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	41116007			TEST	165.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2022-04-01	2023-06-30		0.00	

Commodity Line Description: AVOX-4 CO- OXIMETER CTRL LEVEL 3X10X1 7ML

**Extended Description:**  
AVOX-4 CO- OXIMETER CTRL LEVEL 3X10X1 7ML  
00003310350

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	41116007			TEST	1600.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2022-04-01	2023-06-30		0.00	

Commodity Line Description: CHEMSTAT BMP/HCT 075T 21D PAK

**Extended Description:**  
CHEMSTAT BMP/HCT 075T 21D PAK  
00044307508

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
5	41116007			TEST	536.800000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2022-04-01	2023-06-30		0.00	

**Commodity Line Description:** AVOX 4000 100 PK OF CUVETTES

**Extended Description:**  
 AVOX 4000 100 PK OF CUVETTES  
 000QV8

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
6	41116007			TEST	150.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2022-04-01	2023-06-30		0.00	

**Commodity Line Description:** GEM CHEMSTAT CVP1

**Extended Description:**  
 GEM CHEMSTAT CVP1  
 00044000115

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
7	41116007			TEST	19.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2022-04-01	2023-06-30		0.00	

**Commodity Line Description:** AVOX PRINTER PAPER FOR SEIKO

**Extended Description:**  
 AVOX PRINTER PAPER FOR SEIKO  
 000AROLL

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
8	41116007			TEST	150.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2022-04-01	2023-06-30		0.00	

**Commodity Line Description:** GEM CHEMSTAT CVP2

**Extended Description:**  
 GEM CHEMSTAT CVP2  
 00044000125

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
9	41116007			TEST	150.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2022-04-01	2023-06-30		0.00	

**Commodity Line Description:** GEM CHEMSTAT CVP3

**Extended Description:**  
 GEM CHEMSTAT CVP3  
 00044000130

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
10	41116007			TEST	150.000000
	Service From	Service To		Service Contract Amount	
	2022-04-01	2023-06-30		0.00	

Commodity Line Description: GEM CHEMSTAT CVP4

Extended Description:  
GEM CHEMSTAT CVP4  
00044000140

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
11	41116007			TEST	40.000000
	Service From	Service To		Service Contract Amount	
	2022-04-01	2023-06-30		0.00	

Commodity Line Description: PAPER PRINTER 5/ BOX GEM 4000/3500

Extended Description:  
PAPER PRINTER 5/ BOX GEM 4000/3500  
00025000500

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
12	41116007			TEST	1760.000000
	Service From	Service To		Service Contract Amount	
	2022-04-01	2023-06-30		0.00	

Commodity Line Description: CHEMSTAT BMP/ HCTL/PH/PCO2 075T 21D PAK

Extended Description:  
CHEMSTAT BMP/ HCTL/PH/PCO2 075T 21D PAK  
00044307510

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
13	41116007			TEST	145.000000
	Service From	Service To		Service Contract Amount	
	2022-04-01	2023-06-30		0.00	

Commodity Line Description: QC FILTER KIT 4000

Extended Description:  
QC FILTER KIT 4000  
0004-QCYO

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
14	41116007			TEST	772.500000
	Service From	Service To		Service Contract Amount	
	2023-07-01	2024-03-31		0.00	

Commodity Line Description: PVP

Extended Description:  
PVP 00024001515

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
15	41116007			TEST	360.500000
	Service From	Service To		Service Contract Amount	
	2023-07-01	2024-03-31		0.00	

Commodity Line Description: CHEMSTAT PVP 1-5

Extended Description:  
CHEMSTAT PVP 1-5 00044001515

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
16	41116007			TEST	169.950000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2023-07-01	2024-03-31		0.00	

**Commodity Line Description:** AVOX-4 CO- OXIMETER CTRL LEVEL 3X10X1 7ML

**Extended Description:**  
 AVOX-4 CO- OXIMETER CTRL LEVEL 3X10X1 7ML  
 00003310350

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
17	41116007			TEST	1648.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2023-07-01	2024-03-31		0.00	

**Commodity Line Description:** CHEMSTAT BMP/HCT 075T 21D PAK

**Extended Description:**  
 CHEMSTAT BMP/HCT 075T 21D PAK  
 00044307508

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
18	41116007			TEST	552.900000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2023-07-01	2024-03-31		0.00	

**Commodity Line Description:** AVOX 4000 100 PK OF CUVETTES

**Extended Description:**  
 AVOX 4000 100 PK OF CUVETTES  
 000QV8

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
19	41116007			TEST	154.500000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2023-07-01	2024-03-31		0.00	

**Commodity Line Description:** GEM CHEMSTAT CVP1

**Extended Description:**  
 GEM CHEMSTAT CVP1  
 00044000115

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
20	41116007			TEST	19.570000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2023-07-01	2024-03-31		0.00	

**Commodity Line Description:** AVOX PRINTER PAPER FOR SEIKO

**Extended Description:**  
 AVOX PRINTER PAPER FOR SEIKO  
 000AROLL

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
21	41116007			TEST	154.500000
	<b>Service From</b>	<b>Service To</b>	<b>Service Contract Amount</b>		
	2023-07-01	2024-03-31	0.00		

Commodity Line Description: GEM CHEMSTAT CVP2

Extended Description:  
 GEM CHEMSTAT CVP2  
 00044000125

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
22	41116007			TEST	154.500000
	<b>Service From</b>	<b>Service To</b>	<b>Service Contract Amount</b>		
	2023-07-01	2024-03-31	0.00		

Commodity Line Description: GEM CHEMSTAT CVP3

Extended Description:  
 GEM CHEMSTAT CVP3  
 00044000130

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
23	41116007			TEST	154.500000
	<b>Service From</b>	<b>Service To</b>	<b>Service Contract Amount</b>		
	2023-07-01	2024-03-31	0.00		

Commodity Line Description: GEM CHEMSTAT CVP4

Extended Description:  
 GEM CHEMSTAT CVP4  
 00044000140

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
24	41116007			TEST	41.200000
	<b>Service From</b>	<b>Service To</b>	<b>Service Contract Amount</b>		
	2023-07-01	2024-03-31	0.00		

Commodity Line Description: PAPER PRINTER 5/ BOX GEM 4000/3500

Extended Description:  
 PAPER PRINTER 5/ BOX GEM 4000/3500  
 00025000500

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
25	41116007			TEST	1812.800000
	<b>Service From</b>	<b>Service To</b>	<b>Service Contract Amount</b>		
	2023-07-01	2024-03-31	0.00		

Commodity Line Description: CHEMSTAT BMP/ HCTL/PH/PCO2 075T 21D PAK

Extended Description:  
 CHEMSTAT BMP/ HCTL/PH/PCO2 075T 21D PAK  
 00044307510

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
26	41116007			TEST	149.350000
	<b>Service From</b>	<b>Service To</b>	<b>Service Contract Amount</b>		
	2023-07-01	2024-03-31	0.00		

**Commodity Line Description:** QC FILTER KIT 4000

**Extended Description:**  
QC FILTER KIT 4000  
0004-QCYO

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
27	41116007			TEST	57.680000
	<b>Service From</b>	<b>Service To</b>	<b>Service Contract Amount</b>		
	2023-07-01	2024-03-31	0.00		

**Commodity Line Description:** AMPOULE BREAKER GEM PREMIER 4000

**Extended Description:**  
AMPOULE BREAKER GEM PREMIER 4000  
00025000450

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
28	41116007			TEST	795.680000
	<b>Service From</b>	<b>Service To</b>	<b>Service Contract Amount</b>		
	2024-04-01	2025-03-31	0.00		

**Commodity Line Description:** PVP

**Extended Description:**  
PVP 00024001515

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
29	41116007			TEST	371.320000
	<b>Service From</b>	<b>Service To</b>	<b>Service Contract Amount</b>		
	2024-04-01	2025-03-31	0.00		

**Commodity Line Description:** CHEMSTAT PVP 1-5

**Extended Description:**  
CHEMSTAT PVP 1-5 00044001515

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
30	41116007			TEST	175.050000
	<b>Service From</b>	<b>Service To</b>	<b>Service Contract Amount</b>		
	2024-04-01	2025-03-31	0.00		

**Commodity Line Description:** AVOX-4 CO- OXIMETER CTRL LEVEL 3X10X1 7ML

**Extended Description:**  
AVOX-4 CO- OXIMETER CTRL LEVEL 3X10X1 7ML  
00003310350

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
31	41116007			TEST	1697.440000
	<b>Service From</b>	<b>Service To</b>	<b>Service Contract Amount</b>		
	2024-04-01	2025-03-31	0.00		

**Commodity Line Description:** CHEMSTAT BMP/HCT 075T 21D PAK

**Extended Description:**  
CHEMSTAT BMP/HCT 075T 21D PAK  
00044307508

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
32	41116007			TEST	569.490000
	<b>Service From</b>	<b>Service To</b>	<b>Service Contract Amount</b>		
	2024-04-01	2025-03-31	0.00		

**Commodity Line Description:** AVOX 4000 100 PK OF CUVETTES

**Extended Description:**  
 AVOX 4000 100 PK OF CUVETTES  
 000QV8

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
33	41116007			TEST	159.140000
	<b>Service From</b>	<b>Service To</b>	<b>Service Contract Amount</b>		
	2024-04-01	2025-03-31	0.00		

**Commodity Line Description:** GEM CHEMSTAT CVP1

**Extended Description:**  
 GEM CHEMSTAT CVP1  
 00044000115

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
34	41116007			TEST	20.160000
	<b>Service From</b>	<b>Service To</b>	<b>Service Contract Amount</b>		
	2024-04-01	2025-03-31	0.00		

**Commodity Line Description:** AVOX PRINTER PAPER FOR SEIKO

**Extended Description:**  
 AVOX PRINTER PAPER FOR SEIKO  
 000AROLL

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
35	41116007			TEST	159.140000
	<b>Service From</b>	<b>Service To</b>	<b>Service Contract Amount</b>		
	2024-04-01	2025-03-31	0.00		

**Commodity Line Description:** GEM CHEMSTAT CVP2

**Extended Description:**  
 GEM CHEMSTAT CVP2  
 00044000125

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
36	41116007			TEST	159.140000
	<b>Service From</b>	<b>Service To</b>	<b>Service Contract Amount</b>		
	2024-04-01	2025-03-31	0.00		

**Commodity Line Description:** GEM CHEMSTAT CVP3

**Extended Description:**  
 GEM CHEMSTAT CVP3  
 00044000130



Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
37	41116007			TEST	159.140000
	<b>Service From</b>	<b>Service To</b>	<b>Service Contract Amount</b>		
	2024-04-01	2025-03-31	0.00		

**Commodity Line Description:** GEM CHEMSTAT CVP4

**Extended Description:**  
GEM CHEMSTAT CVP4  
00044000140

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
38	41116007			TEST	42.440000
	<b>Service From</b>	<b>Service To</b>	<b>Service Contract Amount</b>		
	2024-04-01	2025-03-31	0.00		

**Commodity Line Description:** PAPER PRINTER 5/ BOX GEM 4000/3500

**Extended Description:**  
PAPER PRINTER 5/ BOX GEM 4000/3500  
00025000500

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
39	41116007			TEST	1867.180000
	<b>Service From</b>	<b>Service To</b>	<b>Service Contract Amount</b>		
	2024-04-01	2025-03-31	0.00		

**Commodity Line Description:** CHEMSTAT BMP/ HCTL/PH/PCO2 075T 21D PAK

**Extended Description:**  
CHEMSTAT BMP/ HCTL/PH/PCO2 075T 21D PAK  
00044307510

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
40	41116007			TEST	153.830000
	<b>Service From</b>	<b>Service To</b>	<b>Service Contract Amount</b>		
	2024-04-01	2025-03-31	0.00		

**Commodity Line Description:** QC FILTER KIT 4000

**Extended Description:**  
QC FILTER KIT 4000  
0004-QCYO

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
41	41116007			TEST	59.410000
	<b>Service From</b>	<b>Service To</b>	<b>Service Contract Amount</b>		
	2024-04-01	2025-03-31	0.00		

**Commodity Line Description:** AMPOULE BREAKER GEM PREMIER 4000

**Extended Description:**  
AMPOULE BREAKER GEM PREMIER 4000  
00025000450



**AGREEMENT TO RENEW STATE OF WEST VIRGINIA MASTER AGREEMENT**

This Agreement to Renew State of West Virginia Master Agreement ("Agreement") is effective on April 1, 2024 ("Effective Date") and is entered into by and between The Chief Medical Examiner Office of West Virginia, having a place of business at 619 Virginia Street West ("CME") and Werfen USA LLC ("Werfen").

WHEREAS, CME and Werfen entered into Master Agreement effective October 21, 2021 (the "Agreement"); and

WHEREAS, CME and Werfen renewed the Master Agreement effective April 1, 2023; and

WHEREAS, CME and Werfen desire to collectively extend the Agreement as set forth below.

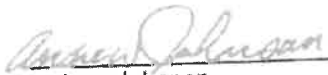
NOW THEREFORE, the parties hereto agree as follows:


1. Capitalized terms used herein but not otherwise defined shall have the meanings ascribed to them in the Agreement.
2. CME and Werfen hereby agree to extend the Agreement one (1) year, expiring on March 31, 2025.
3. The attached pricing "Price File" reflects a three (3%) percent increase above previous Agreement pricing. The attached pricing will go in to effect upon final signature of the Agreement to Renew.
4. All other terms and conditions of the Agreement shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the duly authorized signatory for the parties hereto have executed this Agreement to Extend State of West Virginia Master Agreement as of the Effective Date.

**THE CHIEF MEDICAL EXAMINERS OFFICE**

**WERFEN USA LLC**

By:   
Name: Andrew Johnson  
Title: Procurement Specialist  
Date: 04/25/2024

By:   
Name: Bill Crandell  
Title: VP, North America  
Date: 4-22-24

Agreed



**PRICE FILE**

<b>Part Number</b>	<b>Description</b>	<b>Price</b>
00044307508	CHEMSTAT BMP/HCT 075T 21D PAK	\$1,697.44
00044000115	GEM CHEMSTAT CVP 1	\$159.14
00044000125	GEM CHEMSTAT CVP 2	\$159.14
00044000130	GEM CHEMSTAT CVP 3	\$159.14
00044000140	GEM CHEMSTAT CVP 4	\$159.14
00025000450	AMPOULE BREAKER GEM PREMIER 4000	\$59.41
00025000500	PAPER PRINTER 5/BOX GEM 4000/3500	\$42.44
00024001515	IL PVP	\$795.68
00044001515	CHEMSTAT PVP 1-5	\$371.32
00003310350	Avox-4 CO-Oximeter Ctrl Level,3x10x1,7mL	\$175.05
000QV8	AVOX 4000 100 Pk of Cuvettes	\$569.49
000AROLL	AVOX Printer Paper for Seiko	\$20.16
00044307510	CHEMSTAT BMP/HCT/L/PH/PCO2 075T 21D PAK	\$1,867.18
0004-QCYO	QC Filter Kit-4000	\$153.83



STATE OF WEST VIRGINIA  
DEPARTMENT OF HEALTH  
Office of the Chief Medical Examiner

Sherri A. Young, DO, MBA, FAAFP  
Cabinet Secretary

Matt Izzo, BA, MS  
Chief Administrator

March 15, 2024

WV Department of Health  
Attention: Purchasing  
One Davis Square  
Charleston, West Virginia 25301

**REF: CMA 0506 2937 CME 2200000002**

Dear Sir or Madame:

This memorandum shall serve as the justification for the renewal of CMA 0506 2937 CME2200000002 for the purchase of consumables for use with laboratory instrumentation for the Office of the Chief Medical Examiner (OCME) Toxicology Laboratory.

The ChemSTAT is used by the laboratory to analyze for electrolytes in vitreous fluid, thus aiding the forensic pathologists in determination of cause of death.

The Axoximeter 4000 is used to determine the carboxyhemoglobin levels in blood, thus identifying carbon monoxide poisoning in the deceased. To function, these instruments require specific consumables that are used during the analysis of cases.

The Office of the Chief Medical Examiner (OCME) needs a contract with Instrumentation Laboratories (the manufacturer), also known as Werfen, in order to purchase these consumables and most importantly, to fulfill the mission of the Office of the Chief Medical Examiner (OCME).

Respectfully,

A handwritten signature in black ink that reads "Andrew Johnson".

Andrew Johnson, Procurement Specialist,  
WV Office of the Chief Medical Examiner





STATE OF WEST VIRGINIA  
DEPARTMENT OF HEALTH  
Office of Central Finance

Sherrri A. Young, DO, MBA, FAAFP  
Cabinet Secretary

To: Office of Shared Administration  
From: Courtney M. Buskirk  
Procurement Specialist  
Date: May 24, 2024  
Re: Late Justification for CMA CME2200000002 CO3

To Whom It May Concern:

We are being asked to justify the late submission of the above referenced Central Master Agreement renewal. The renewal paperwork was just received from the program office on May 24, 2024, for renewal. This reason has caused the late submission of the new document. I apologize for the inconvenience, and I understand that we must ensure that these documents, and all other documents, are provided for approval in a timely manner to alleviate this issue occurring in the future.

We respectfully ask for your consideration of this request.

Sincerely,

*Courtney Buskirk*

Courtney M Buskirk

*Back to  
app office  
wi FW*



## Keyword Search

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Online Data Services Help

### Business Organization Detail

*NOTICE: The West Virginia Secretary of State's Office makes every reasonable effort to ensure the accuracy of information. However, we make no representation or warranty as to the correctness or completeness of the information. If information is missing from this page, it is not in the The West Virginia Secretary of State's database.*

### WERFEN USA LLC

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC   Limited Liability Company	10/18/2012		10/18/2012	Foreign	Profit			

Organization Information			
<b>Business Purpose</b>	4234 - Wholesale Trade - Merchant Wholesalers, Durable Goods - Professional and Commercial Equip and Supply Merchant Wholesale (photographic, office, computers, peripherals, medical, dental, hospital, ophthalmic goods)		<b>Capital Stock</b>
<b>Charter County</b>		<b>Control Number</b>	99XEB
<b>Charter State</b>	MA	<b>Excess Acres</b>	
<b>At Will Term</b>	A	<b>Member Managed</b>	MGR
<b>At Will Term Years</b>		<b>Par Value</b>	
<b>Authorized Shares</b>		<b>Young Entrepreneur</b>	Not Specified

## Addresses

Type	Address
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<b>Mailing Address</b>	180 HARTWELL RD BEDFORD, MA, 01730 USA
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<b>Notice of Process Address</b>	CORPORATION SERVICE COMPANY 209 WEST WASHINGTON STREET CHARLESTON, WV, 25302
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<b>Principal Office Address</b>	180 HARTWELL ROAD BEDFORD, MA, 01730 USA
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Type	Address
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## Officers

Type	Name/Address
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<b>Manager</b>	INSTRUMENTATION LABORATORY COMPANY 180 HARTWELL ROAD BEDFORD, MA, 01730
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Type	Name/Address
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## Annual Reports

Filed For
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2023
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2022
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2021
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2020
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2019
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2018
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2017
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2016
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2015
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2014
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2013
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Date filed
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For more information, please contact the Secretary of State's Office at 304-558-8000.

Wednesday, May 29, 2024 — 9:03 AM

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# COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>Crystal Huskead</u> Date: <u>5/29/24</u>	Agency: WV Department of Health & Human Resources
Solicitation No. <u>CMA CME22*02</u>	Procurement Officer Submitting Requisition: Heather White
	Requisition No. CMA CME22*2 CO3
	PF No.: 958637

This checklist **MUST** be completed by a state agency's designated procurement officer and submitted with the Purchase Requisition to the Purchasing Division. The purpose of the checklist is to verify that an agency procurement officer has obtained and included required documentation necessary for the Purchasing Division to process the requisition without future processing disruptions. At the agency's preference, the agency **MUST** either submit the checklist by attaching it to the requisition's Header **OR** by placing it in the requisition's Procurement Folder.

## FOR ALL SOLICITATION TYPES:

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
1	Specifications and Pricing Page included	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Use of correct requisition type [CRQS → CCT or CPO] or [CRQM → CMA]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Use of most current terms and conditions ( <a href="http://www.state.wv.us/admin/purchase/TCP.pdf">www.state.wv.us/admin/purchase/TCP.pdf</a> )	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
<b>10</b>	Insurance requirements				
	<i>Commercial General Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Automobile Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Workers' Compensation/Employer's Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Cyber Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Builder's Risk/Installation Floater</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Professional Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Other (specify)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>11</b>	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>12</b>	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**FOR CHANGE ORDERS/RENEWALS:**

<b>1</b>	Two-party agreement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>2</b>	Standard change order language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>3</b>	Office of Technology CIO approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>4</b>	Justification for price increases/backdating/other	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>5</b>	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>6</b>	Secretary of State Verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>7</b>	State debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>8</b>	Federal debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

*\*The items pre-checked are required before a Purchase Requisition may be submitted to the Purchasing Division. Failure to complete and verify this documentation may result in rejection of the requisition back to the agency. It is up to the agency procurement officer to determine if pre-approvals, insurance, or other documentation is needed for the purchase. The referenced information below may be used to make this determination.*

*For Purchasing Division Use Only:*

I have reviewed the requisition identified above and find that it is sufficient to advertise publicly to the vendor community. My review does not preclude the possibility that the vendor community, or some other entity, will identify an area of concern; however, should such issues or concerns arise, they will be reviewed and addressed as may be appropriate.

Signature: Christine Heise