



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: 07-23-2024

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>	CPO 0313 0313 DEP2200000044 6	<b>Procurement Folder:</b>	1046339
<b>Document Name:</b>	DWWM Solid Waste NPDES Permit Limit Tracking Enhancement	<b>Reason for Modification:</b>	Change Order #3 issued for a no cost time extension.
<b>Document Description:</b>	DWWM Solid Waste NPDES Permit Limit Tracking Enhancement		
<b>Procurement Type:</b>	Central Sole Source		
<b>Buyer Name:</b>	Joseph E Hager III		
<b>Telephone:</b>	(304) 558-2306		
<b>Email:</b>	joseph.e.hageriii@wv.gov		
<b>Shipping Method:</b>	Best Way	<b>Effective Start Date:</b>	2022-08-01
<b>Free on Board:</b>	FOB Dest, Freight Prepaid	<b>Effective End Date:</b>	2024-08-30

VENDOR		DEPARTMENT CONTACT	
<b>Vendor Customer Code:</b>	VS0000022678	<b>Requestor Name:</b>	Jessica S Chambers
ENFOTECH & CONSULTING INC 1368 HOW LN		<b>Requestor Phone:</b>	(304) 414-1140
NORTH BRUNSWICK NJ 08902-1792 US		<b>Requestor Email:</b>	jessica.s.chambers@wv.gov
<b>Vendor Contact Phone:</b>	732-839-1688	<b>Extension:</b>	107
<b>Discount Details:</b>			
	<b>Discount Allowed</b>	<b>Discount Percentage</b>	<b>Discount Days</b>
#1	No	0.0000	0
#2	Not Entered		
#3	Not Entered		
#4	Not Entered		

**2025**  
 FILE LOCATION

INVOICE TO	SHIP TO
ENVIRONMENTAL PROTECTION DIV OF WASTE AND WATER MGT 601 57TH ST SE CHARLESTON WV 25304 US	ENVIRONMENTAL PROTECTION DIVISION OF WATER AND WASTE MGT 601 57TH ST SE CHARLESTON WV 25304 US

**Total Order Amount:** \$110,550.00

Purchasing Division's File Copy

<b>PURCHASING DIVISION AUTHORIZATION</b> DATE: <i>7/26/24</i> ELECTRONIC SIGNATURE ON FILE	<b>ATTORNEY GENERAL APPROVAL AS TO FORM</b> DATE: <i>7/31/24</i> ELECTRONIC SIGNATURE ON FILE	<b>ENCUMBRANCE CERTIFICATION</b> DATE: <i>7-31-24</i> ELECTRONIC SIGNATURE ON FILE
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**Extended Description:**

CO No 3

CO No 3 is issued to extend the original contract to August 30, 2024 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 date of change: August 1, 2024

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	43232802	0.00000		0.000000	110550.00
Service From	Service To	Manufacturer	Model No		

**Commodity Line Description:** Solid Waste NPDES Permit Limit Tracking Enhancement

**Extended Description:**



*Harold Ward*  
7/26/24

west virginia department of environmental protection

Administrative Services  
601 57th Street SE  
Charleston, WV 25304-2345  
304-926-0499 Phone  
304-926-0491 Fax

Harold Ward, Cabinet Secretary  
dep.wv.gov

**MEMORANDUM**

To: Jessica Chambers-Smith  
Procurement Manager

From: Cindy Fisher, Procurement Specialist Senior  
WVDEP

Date: July 15, 2024

Subject: Change Order # 3 Time Extension for Purchase Order # CPO DEP2200000044 –  
DWWM Solid Waste NPDES Permit Limit Tracking Enhancement

The WVDEP Division of Water and Water Management is requesting a change order (no additional cost) to extend the contract period of the above referenced purchase order by 30 days making the new effective date for the contract August 30, 2024.

The time extension is requested due to the delay in the total implementation of the Solid Waste NPDES Permit Limit Tracking System. DEP is working with the vendor to complete the final section.

Please let me know if you have questions.

Cindy Fisher, Procurement Specialist, Senior  
WV Dept of Environmental Protection  
601 57<sup>th</sup> ST S.E.  
Charleston, WV 25304  
304-926-0499 x 41155  
[cindy.fisher@wv.gov](mailto:cindy.fisher@wv.gov)

**Cindy  
Fisher**

Digitally signed by: Cindy  
Fisher  
DN: CN = Cindy Fisher  
email = cindy.fisher@wv.gov  
C = AD  
Date: 2024.07.15 11:19:06 -  
04'00'

To Be completed by the Vendor:

We agree to renew the contract for the period as stated above, according to the terms, conditions, prices and specifications contained in the original contract including all authorized change orders.

Tony C Jeng

Digitally signed by Tony C Jeng  
DN: cn=Tony C Jeng, o=InfoTech &  
Consulting Inc., ou,  
email=Tony\_Jeng@InfoTech.com, c=US  
Date: 2024.07.15 12:52:43 -0400

Name/Signature

July 15, 2024

Date



STATE OF WEST VIRGINIA  
DEPARTMENT OF ADMINISTRATION  
OFFICE OF TECHNOLOGY

State Capitol  
Charleston, West Virginia 25305

Mark D. Scott  
Cabinet Secretary

Heather D. Abbott  
Chief Information Officer

**TO: Cindy Fisher, Procurement Specialist Senior  
Department of Environmental Protection**

**FROM: Heather D. Abbott, Chief Information Officer  
Office of Technology**

**SUBJECT: INFORMATION TECHNOLOGY PROCUREMENT  
CPO DEP2200000044 IS&C NUMBER: 2025-2032**

**DATE: July 19, 2024**

West Virginia Code §5A-6-4(a) permits the Chief Information Officer to review and approve technology purchases for suitability to ensure such purchases comport with the State of West Virginia's overall strategic information technology goals.

West Virginia Code §5A-6-4c requires the Chief Information Officer to review and approve "technology projects."

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 '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 Information 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 Change Order # 3 Time Extension for Purchase Order # CPO DEP2200000044 – DWWM Solid Waste NPDES Permit Limit Tracking Enhancement, 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](mailto:Consulting.Services@wv.gov).

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## West Virginia Secretary of State — Online Data Services

### Business and Licensing

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.*

### ENFOTECH & CONSULTING, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C   Corporation	12/8/2020		12/8/2020	Foreign	Profit			

Organization Information		
<b>Business Purpose</b>	5182 - Information - Data Processing, Hosting, and Related Services - Data Processing, Hosting and Related Services	
<b>Charter County</b>	<b>Capital Stock</b>	
<b>Charter State</b>	NJ	<b>Control Number</b>
<b>At Will Term</b>	<b>Excess Acres</b>	
<b>At Will Term Years</b>	<b>Member Managed</b>	
<b>Authorized Shares</b>	<b>Par Value</b>	
	<b>Young Entrepreneur</b> No	

## Addresses

Type	Address
<b>Local Office Address</b>	1368 HOW LANE NORTH BRUNSWICK, NJ, 08902
<b>Mailing Address</b>	1368 HOW LANE NORTH BRUNSWICK, NJ, 08902 USA
<b>Notice of Process Address</b>	ENFOTECH & CONSULTING INC. 1368 HOW LANE NORTH BRUNSWICK, NJ, 08902
<b>Principal Office Address</b>	1368 HOW LANE NORTH BRUNSWICK, NJ, 08902 USA
Type	Address

## Officers

Type	Name/Address
<b>President</b>	LI-YIN JENG 7 MEETINGHOUSE COURT PRINCETON, NJ, 08540
<b>Secretary</b>	JASON HUANG 1 FINDLAY LANE PRINCETON JUNCTION, NJ, 08550
<b>Vice-President</b>	TONY JENG 7 MEETINGHOUSE COURT PRINCETON, NJ, 08540
Type	Name/Address

## Annual Reports

Filed For
2024
2023
2022
2021
Date filed

For more information, please contact the Secretary of State's Office at 304-558-8000.

Monday, July 22, 2024 — 10:50 AM



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e.g. 1606N020Q02

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Federal Organizations



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# COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use.</i> Buyer: <u>J. Hagler</u> Date: <u>7-26-24</u> Solicitation No. <u>CPO DEP220000044</u> <u>c/o #3</u>	Agency: WV Department of Environmental Protection Procurement Officer Submitting Requisition: Jessica Chambers-Smith Requisition No. CPO DEP2200000044 PF No.: PF1046339
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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				
	Commercial General Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Automobile Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Workers' Compensation/Employer's Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Cyber Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Builder's Risk/Installation Floater	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Professional Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other (specify)	<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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>4</b>	Justification for price increases/backdating/other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input 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: \_\_\_\_\_

