



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

State of West Virginia Contract

Order Date: 08-15-2024

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 0913 0913 PHB2300000002 2	Procurement Folder:	1250935
Document Name:	Licensing Database for WV Board of Pharmacy	Reason for Modification:	Change Order No. 1 - to renew contract and explain implementation of this contract
Document Description:	Licensure/Records product and content Management System		
Procurement Type:	Central Contract - Fixed Amt		
Buyer Name:	Larry D McDonnell		
Telephone:	304-558-2063		
Email:	larry.d.mcdonnell@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2023-07-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2025-06-30

VENDOR			
Vendor Customer Code: 000000187728			
ALBERTSON CONSULTING INC			
21 MAIN ST STE 100			
MINTO		ND	58701
US			
Vendor Contact Phone: 701-839-7523		Extension:	114
Discount Details:			
	Discount Allowed	Discount Percentage	Discount Days
#1	No	0.0000	0
#2	Not Entered		
#3	Not Entered		
#4	Not Entered		

DEPARTMENT CONTACT	
Requestor Name:	John P Smolder
Requestor Phone:	(304) 558-0558
Requestor Email:	john.p.smolder@wv.gov

2025

FILE LOCATION

INVOICE TO	SHIP TO
BOARD OF PHARMACY 1207 QUARRIER ST SUITE 400 CHARLESTON WV 25301 US	BOARD OF PHARMACY 1207 QUARRIER ST SUITE 400 CHARLESTON WV 25301 US

8/16/24 01

Total Order Amount: \$86,000.00

Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION DATE: <i>Tara H 8/16/24</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>John S. Gray</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>8/21/24</i> ELECTRONIC SIGNATURE ON FILE
--	---	---

8/21/2024

Extended Description:

Change Order

Change Order No.1 is issued for the following -

1. 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: 07/01/2024 to 6/30/2025

Renewals Remaining: 2

2. This contract is for hosting, maintenance and support of an existing web-based licensing/database software system. The specifications inadvertently stated in Section 4.1.4.1 that a 180-day implementation period would begin upon award. Since this contract was to continue support and maintenance from the original contract, CMA PHB17*03, the implementation period was not necessary since the licensing/database software system was in place previously. A Notice to Proceed was not necessary since the contract start and end dates of 7/1/2023 through 6/30/2024 for this contract accurately reflect the contract dates for the initial contract year.

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	81111507	1.00000	YR	42000.000000	\$42,000.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Licensing Database Management

Extended Description:

Year One Hosting, Maintenance and Support Services for thirteen (13) Licenses.
\$44,000.00
As Per Pricing Page

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	81111507	1.00000	YR	44000.000000	\$44,000.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Licensing Database Management

Extended Description:

Year Two Hosting, Maintenance and Support Services for thirteen (13) Licenses.
\$44,000.00
As Per Pricing Page

BOARD MEMBERS

*John J. Bernabei
James Rucker *
Jenna Misiti*
Sam Kapourales
David Bowyer
Dennis Lewis
Vicky Skaff
(*Public Member)*



STAFF

*Michael L. Goff,
Executive Director &
CSMP Administrator*

*John Smolder,
CFO/COO*

*Ryan Hatfield,
General Counsel*

Office Address

*2310 Kanawha Blvd, East
Charleston, WV 25311*

www.wvboz.com

June 11, 2024

Phone

*(304) 558-0558
(304) 558-0572 (fax)*

Mr. Daniel Albertson
Albertson Consulting, Inc
100 Main St, South
Minot, ND 58701

Re: CCT 0913 PHB23*2

Dear Mr. Albertson:

The WV Board of Pharmacy is requesting to renew the subject contract Licensing Database for the Second Year Maintenance and Support/Warranty/Hosting effective July 1, 2024, through June 30, 2025. The renewal will be in accordance with all terms, conditions, prices, and specifications of the original contract. If you agree to this Change Order, please sign below, and return the original to my attention as soon as possible.

Please call if you have any questions.

Very Truly Yours,

John P Smolder
CFO/COO

6/27/2024

Name/Signature
CEO

Date

Title



Lyle, Tara L <tara.l.lyle@wv.gov>

Fwd: Bids for May 09, 2023

1 message

Neccuzi, LeAnne K <leanne.k.neccuzi@wv.gov>

Mon, Aug 12, 2024 at 3:03 PM

To: Tara L Lyle <tara.l.lyle@wv.gov>

Cc: Shelia A Gray <Shelia.A.Gray@wv.gov>

And another email thread related to the Albertson contract for Pharmacy Board.

----- Forwarded message -----

From: **Neccuzi, LeAnne K** <leanne.k.neccuzi@wv.gov>

Date: Thu, May 11, 2023 at 10:34 AM

Subject: Re: Bids for May 09, 2023

To: Smolder, John P <john.p.smolder@wv.gov>

I seriously doubt it. It's too late to submit another Solicitation Response.

On Thu, May 11, 2023 at 10:33 AM Smolder, John P <john.p.smolder@wv.gov> wrote:

Didn't know if they could fix it and resubmit

On Thu, May 11, 2023 at 9:12 AM Neccuzi, LeAnne K <leanne.k.neccuzi@wv.gov> wrote:

Good grief! Not sure what Purchasing will have you do. They were the only bidder but if their bid doesn't match your specs it seems likely that Purchasing probably won't award the contract to them.

On Thu, May 11, 2023 at 10:08 AM Smolder, John P <john.p.smolder@wv.gov> wrote:

I had Michelle look at it and looks like they copied and pasted it cause board of medicine is listed. And looks like they are starting from ground zero

On Thu, May 11, 2023 at 8:30 AM Neccuzi, LeAnne K <leanne.k.neccuzi@wv.gov> wrote:

Have you ever had this happen before? Can they put it out to bid again to see if they get a different response?

LeAnne

----- Forwarded message -----

From: **Smolder, John P** <john.p.smolder@wv.gov>

Date: Wed, May 10, 2023 at 3:04 PM

Subject: Re: Bids for May 09, 2023

To: Neccuzi, LeAnne K <leanne.k.neccuzi@wv.gov>, Shelia A Gray <shelia.a.gray@wv.gov>

We asked for more hours than they provided. Anything we can do about that?

On Wed, May 10, 2023 at 9:25 AM Neccuzi, LeAnne K <leanne.k.neccuzi@wv.gov> wrote:

See Toby Welch from Purchasing's message below about the Albertson CRFQ. You probably need to compare what they added to their bid in the commodity line comments section to the original bid they sent for this. They might have misunderstood the instructions. They were the only bidder though. Let me know when you are ready to award the contract. Thank you.

LeAnne

Subject: Bids for May 09, 2023

To: John Smolder

ohn P Smolder <john.p.smolder@wv.gov>, LeAnne K Neccuzi <leanne.k.neccuzi@wv.gov>

Good morning,

For CRFQ PHB23*001 - We received One bid from Albertsons

Please review and let me know what if you would like to issue the award. I wanted to bring to your attention that the vendor entered several comments in the commodity lines, so please consider that with your evaluation.

Please follow the link below for the complete bids posted online.

<http://www.state.wv.us/admin/purchase/Bids/FY2023/BO20230509.html>

--

--

Toby L. Welch, Senior Buyer

West Virginia Purchasing Division

2019 Washington Street East

Capitol Complex Building 15

Charleston, WV 25305

304-558-8802 ext 57522

Toby.L.Welch@wv.gov



Confidentiality Notice: This e-mail communication and any attachments contain confidential, legally privileged, and/or non-public information and is for the sole use of the intended recipient(s). If you are not an intended recipient, and have received this communication, you are hereby notified that you have received this communication in error and that any review, disclosure, dissemination, distribution, saving, copying or other use of the communication, any attachments, or their contents is strictly prohibited. If you have received this communication in error, please: (1) notify the sender immediately by replying to this message and (2) immediately delete this communication, any attachments, and the reply to sender from your system without printing, forwarding, or saving any copies.

If you are the intended recipient, please secure the contents in accordance with all applicable state or federal requirements related to the privacy and confidentiality of information, including the HIPAA Privacy guidelines

--

John P. Smolder

Chief Financial Officer

WV Board of Pharmacy

1207 Quarrier St, E Suite 400

Charleston, WV 25301

(304) 558-0558

Email: John.p.smolder@wv.gov

--

John P. Smolder

Chief Financial Officer

WV Board of Pharmacy

1207 Quarrier St, E Suite 400

Charleston, WV 25301



Procurement Excellence Through Collaboration and Service

On Tue, Jul 16, 2024 at 9:42 AM Neccuzi, LeAnne K <leanne.k.neccuzi@wv.gov> wrote:

Following up on this. Do you think just a letter from John Smolder stating that the Notice to Proceed was in reference to the prior contract, CMA PHB17*03 would suffice in this case? See my message below explaining the chain of events with this contract and the prior contract.

Let us know how you want us to handle this. Thank you.

LeAnne

----- Forwarded message -----

From: **Neccuzi, LeAnne K** <leanne.k.neccuzi@wv.gov>

Date: Thu, Jul 11, 2024 at 3:55 PM

Subject: Fwd: Albertson Consulting CCT 0913 PHB23*02 - C.O. 1

To: John P Smolder <john.p.smolder@wv.gov>

Cc: Shelia A Gray <Shelia.A.Gray@wv.gov>, Larry D McDonnell <larry.d.mcdonnell@wv.gov>

John:

It doesn't look like you did a change order for a Notice to Proceed for **CCT PHB23*02**. (See attached). You issued a Notice to Proceed for the old contract, on **C.O. 2 of CMA PHB17*03**. Maybe the specs were recycled when the contract expired!? In your terms and conditions for **CCT PHB23*02**, it references **Section 4.1.4.1** of your specs which talks about the Notice to Proceed. This is the one that you, Toby Welch, Frank Whittaker and Mike Sheets worked on.

I tried to make everyone aware about **Section 5** of the Specs and about the **requirement of 5 lines** on the pricing page, etc. (There aren't 5 lines on the pricing page, only 4 were submitted and Purchasing awarded it that way). It should have been referenced in the Extended Description, since it's in the specs, that the Notice to Proceed was done in 2018 on the old contract.

We need clarification, however, as to whether the Notice to Proceed in the specs for **CCT PHB23*02** references a totally different system and Notice to Proceed or not.

This got all messed up when **CCT PHB23*02** was awarded. Purchasing also awarded it on a CCT instead of a CMA for some reason (probably because Line 5 for extra hours was left off of the price sheet). I was only minimally involved in the discussion you and Mike and Frank Whittaker had after they said they said they had it under control. I tried to tell them a couple of times that what they were doing was wrong but no one would listen to me. It involved those additional support hours also (Hours that Exceed 12 hours) that you are having to pay on the pcard. See number **6 Payment** of the specs. Anyway, I'm probably over explaining but it's so that Larry will understand what happened here. I still have the emails from the conversation with Frank Whittaker and Mike Sheets.

Larry: Do you think a letter from John stating that the original Notice to Proceed done for **CMA PHB17*03** was the one referenced in the specs for **CCT PHB23*02**?

Thank you.

LeAnne

----- Forwarded message -----

From: **McDonnell, Larry D** <larry.d.mcdonnell@wv.gov>

Date: Thu, Jul 11, 2024 at 2:37 PM

Subject: Re: Albertson Consulting CCT 0913 PHB23*02 - C.O. 1

To: Neccuzi, LeAnne K <leanne.k.neccuzi@wv.gov>

LeAnne,

Did the Agency issue a change order to accept the implementation and issue a note to proceed to set the effective dates for maintenance and support services?

Thanks,

LARRY D. McDONNELL, WVPBC

Senior Buyer | Purchasing Division

West Virginia Department of Administration

2019 Washington St, East | Charleston, WV 25305

M: 304.558.2306 | **D:** 304.558.2063 | **F:** 304.558.3970

Larry.D.McDonnell@wv.gov |

www.wvpurchasing.gov



Procurement Excellence Through Collaboration and Service

On Thu, Jul 11, 2024 at 2:25 PM Neccuzi, LeAnne K <leanne.k.neccuzi@wv.gov> wrote:
See John's answer below:

----- Forwarded message -----

From: **Smolder, John P** <john.p.smolder@wv.gov>
Date: Thu, Jul 11, 2024 at 2:06 PM
Subject: Re: Albertson Consulting CCT 0913 PHB23*02 - C.O. 1
To: Neccuzi, LeAnne K <leanne.k.neccuzi@wv.gov>
Cc: Shelia A Gray <Shelia.A.Gray@wv.gov>

This application has been completed years ago... we are just renewing for Maintenance

On Thu, Jul 11, 2024 at 12:30 PM Neccuzi, LeAnne K <leanne.k.neccuzi@wv.gov> wrote:
Do you know the answer to Larry's question?

LeAnne

----- Forwarded message -----

From: **McDonnell, Larry D** <larry.d.mcdonnell@wv.gov>
Date: Thu, Jul 11, 2024 at 12:07 PM
Subject: Re: Albertson Consulting CCT 0913 PHB23*02 - C.O. 1
To: Neccuzi, LeAnne K <leanne.k.neccuzi@wv.gov>
Cc: Shelia A Gray <Shelia.A.Gray@wv.gov>, John P Smolder <john.p.smolder@wv.gov>

Good afternoon LeAnne,

I am reviewing the terms and conditions of the contract. Per the specifications, section 4.1.4.1, it states the following:

4.1.4.1 Implementation/ setup shall begin upon award of this contract. Vendors shall be given no more than 180 days to complete any implementation/set up required to interface with this system and transfer of knowledge. The effective dates of the maintenance and support become effective upon final acceptance of the implementation and issuance of a Notice To Proceed to set the effective dates of the maintenance and Support services described herein.

Did the vendor complete the implementation?

Thanks,

LARRY D. McDONNELL, WVPBC

Senior Buyer | Purchasing Division

West Virginia Department of Administration

2019 Washington St, East | Charleston, WV 25305

M: 304.558.2306 | D: 304.558.2063 | F: 304.558.3970

Larry.D.McDonnell@wv.gov |
www.wvpurchasing.gov



Procurement Excellence Through Collaboration and Service

On Wed, Jul 10, 2024 at 2:41 PM Neccuzi, LeAnne K <leanne.k.neccuzi@wv.gov> wrote:
Good afternoon, Larry!

Hope you are doing well. I've submitted **CCT 0913 PHB23*02 - C.O. 1 for Albertson Consulting** to renew the contract. The Requisition Checklist is out under the Procurement Notes. Let me know if you have questions or need additional information. Thank you.

LeAnne Neccuzi

--

LeAnne Neccuzi, Procurement Specialist

WV Department of Administration/Finance Division

Shared Services/Procurement & Accounts Payable

2101 Washington Street, East

Charleston, WV 25305

Phone: (304) 414-9079

Fax: (304) 558-4466

WV OASIS VENDOR SELF SERVICE (VSS)

--

LeAnne Neccuzi, Procurement Specialist

WV Department of Administration/Finance Division

Shared Services/Procurement & Accounts Payable

2101 Washington Street, East

Charleston, WV 25305

Phone: (304) 414-9079

Fax: (304) 558-4466

WV OASIS VENDOR SELF SERVICE (VSS)

--

LeAnne Neccuzi, Procurement Specialist

WV Department of Administration/Finance Division

Shared Services/Procurement & Accounts Payable

2101 Washington Street, East

Charleston, WV 25305

Phone: (304) 414-9079

Fax: (304) 558-4466

WV OASIS VENDOR SELF SERVICE (VSS)

--

LeAnne Neccuzi, Procurement Specialist

WV Department of Administration/Finance Division

Shared Services/Procurement & Accounts Payable

2101 Washington Street, East

Charleston, WV 25305

Phone: (304) 414-9079

Fax: (304) 558-4466

WV OASIS VENDOR SELF SERVICE (VSS)

--

LeAnne Neccuzi, Procurement Specialist

WV Department of Administration/Finance Division

Shared Services/Procurement & Accounts Payable

2101 Washington Street, East

Charleston, WV 25305

Phone: (304) 414-9079

Fax: (304) 558-4466

WV OASIS VENDOR SELF SERVICE (VSS)

--

LeAnne Neccuzi, Procurement Specialist

WV Department of Administration/Finance Division

Shared Services/Procurement & Accounts Payable

2101 Washington Street, East

Charleston, WV 25305

Phone: (304) 414-9079

Fax: (304) 558-4466

WV OASIS VENDOR SELF SERVICE (VSS)

--

LeAnne Neccuzi, Procurement Specialist

WV Department of Administration/Finance Division

Shared Services/Procurement & Accounts Payable

2101 Washington Street, East

Charleston, WV 25305

Phone: (304) 414-9079

Fax: (304) 558-4466

WV OASIS VENDOR SELF SERVICE (VSS)



Lyle, Tara L <tara.l.lyle@wv.gov>

Fwd: Albertson

1 message

Neccuzi, LeAnne K <leanne.k.neccuzi@wv.gov>

Mon, Aug 12, 2024 at 2:59 PM

To: Tara L Lyle <tara.l.lyle@wv.gov>

Cc: Shelia A Gray <Shelia.A.Gray@wv.gov>

See this message thread as well related to the Albertson contract for Pharmacy Board.

LeAnne

----- Forwarded message -----

From: **Welch, Toby L** <toby.l.welch@wv.gov>

Date: Fri, Jul 14, 2023 at 10:09 AM

Subject: Re: Albertson

To: Neccuzi, LeAnne K <leanne.k.neccuzi@wv.gov>

Leanne,

Thank you.

The 24* document is discarded. This had to be created outside the PF because the requisition was a CRQM, but it should have been a CRQS.

I think everything is good to go, fingers crossed.

On Fri, Jul 14, 2023 at 10:04 AM Neccuzi, LeAnne K <leanne.k.neccuzi@wv.gov> wrote:

If you look at that very last CCT document below, CCT 0913 PHB24*01, I believe that might have been created in error. It's in "draft" mode and says it's for Albertson Consulting but Albertson is on the CCT above it, CCT PHB23*02 and is pending approval. Maybe you have a reason it was created that I don't know about. I saw it and was just curious why it was created. I've accidentally copied a document in error before myself and had to go back and delete it later. Thought that might be the case here.

LeAnne

CCT	0913	0913	PHB2100000001	No	6	Modification	Final	Submitted	7/10/22	batch	\$219,900.00	Yes	No
CCT	0913	0913	PHB2100000001	No	7	Modification	Pending	Submitted	7/6/23	neccuzka1	\$298,900.00	Yes	No
CCT	0913	0913	PHB2300000002	No	1	New	Pending	Submitted	6/29/23	welchto3	\$42,000.00	Yes	No
CCT	0913	0913	PHB2400000001	No	1	New	Draft	Held	7/11/23	welchto3	\$180,831.00	Yes	No

from 21 to 30 of 30 First Prev Next Last Export to CSV Show Lines 10

On Fri, Jul 14, 2023 at 8:12 AM Welch, Toby L <toby.l.welch@wv.gov> wrote:

Good morning,

I don't know what you mean by this?

What are the document numbers?

On Thu, Jul 13, 2023 at 11:13 AM Neccuzi, LeAnne K <leanne.k.neccuzi@wv.gov> wrote:

I think my change order probably needs to be rejected and deleted.

LeAnne

----- Forwarded message -----

From: **Neccuzi, LeAnne K** <leanne.k.neccuzi@wv.gov>

Date: Thu, Jul 13, 2023 at 9:08 AM

Subject: Re: Albertson

To: Welch, Toby L <toby.l.welch@wv.gov>

Hi Toby:

I just noticed that there are three different versions of the Pharmacy Board's Albertson contract. See below. Which one is the correct version? There's the one I did as a change order and then the one you created and then yet another one. Just

curious.

LeAnne Neccuzi

On Tue, Jul 11, 2023 at 10:23 AM Welch, Toby L <toby.l.welch@wv.gov> wrote:

I apologize for the delay. We are trying very hard for this one not to fail, but this one was really flawed from the beginning, and we are trying to do our best to clean it up on the back end.

On Tue, Jul 11, 2023 at 10:14 AM Neccuzi, LeAnne K <leanne.k.neccuzi@wv.gov> wrote:

Thank you, Toby! Sorry the vendor made this so difficult.

LeAnne Neccuzi

On Tue, Jul 11, 2023 at 10:08 AM Welch, Toby L <toby.l.welch@wv.gov> wrote:

I am working with the vendor on getting the required documents in order to get this one to an award. The vendor did not use, or submit the correct pricing page. We had to issue a bid clarification. The vendor did not sign and submit the terms and conditions with their bid. The vendor did not submit the certificate of insurance with their bid.

I have reached out to the vendor and will follow up. Hopefully I will get a response today.

On Thu, Jul 6, 2023 at 10:50 AM Neccuzi, LeAnne K <leanne.k.neccuzi@wv.gov> wrote:

Hi Toby!

Anything you need from us in order to get this contract awarded? I saw where you created an award document, **CCT PHB23*02**, but it's not been finalized yet. Let me know how we can help. Thank you.

LeAnne Neccuzi

----- Forwarded message -----

From: **Neccuzi, LeAnne K** <leanne.k.neccuzi@wv.gov>

Date: Tue, Jun 27, 2023 at 1:47 PM

Subject: Re: Albertson

To: Welch, Toby L <toby.l.welch@wv.gov>

No worries.

LeAnne

On Tue, Jun 27, 2023 at 1:27 PM Welch, Toby L <toby.l.welch@wv.gov> wrote:

Good afternoon,

There were some folks out last week. We are circling back around to this one today.

There are some concerns, but hopefully we can come to an agreement on this today.

I will keep everyone posted.

thanks so much for the friendly reminder on this

On Tue, Jun 27, 2023 at 12:53 PM Neccuzi, LeAnne K <leanne.k.neccuzi@wv.gov> wrote:

Could have sworn I saw where you sent Toby an email last week or sometime telling Toby that you wanted to go forward with the award. I can't find it now. Last I heard, Toby was working with Frank Whittaker on this.

LeAnne

On Tue, Jun 27, 2023 at 12:20 PM Smolder, John P <john.p.smolder@wv.gov> wrote:

What was ever decided on this?

--

John P. Smolder

Chief Financial Officer

WV Board of Pharmacy

1207 Quarrier St, E Suite 400

Charleston, WV 25301

(304) 558-0558

Email: John.p.smolder@wv.gov

--

--

Toby L. Welch, Senior Buyer

West Virginia Purchasing Division

2019 Washington Street East

Capitol Complex Building 15

Charleston, WV 25305

304-558-8802 ext 57522

Toby.L.Welch@wv.gov



Confidentiality Notice: This e-mail communication and any attachments contain confidential, legally privileged, and/or non-public information and is for the sole use of the intended recipient(s). If you are not an intended recipient, and have received this communication, you are hereby notified that you have received this communication in error and that any review, disclosure, dissemination, distribution, saving, copying or other use of the communication, any attachments, or their contents is strictly prohibited. If you have received this communication in error, please: (1) notify the sender immediately by replying to this message and (2) immediately delete this communication, any attachments, and the reply to sender from your system without printing, forwarding, or saving any copies.

If you are the intended recipient, please secure the contents in accordance with all applicable state or federal requirements related to the privacy and confidentiality of information, including the HIPAA Privacy guidelines

--

--

Toby L. Welch, Senior Buyer

West Virginia Purchasing Division

2019 Washington Street East

Capitol Complex Building 15

Charleston, WV 25305

304-558-8802 ext 57522

Toby.L.Welch@wv.gov



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: LeAnne Neccuzi, Administrative Services Specialist
Board of Pharmacy**

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

**SUBJECT: INFORMATION TECHNOLOGY PROCUREMENT
IS&C NUMBER: 2023-8357 Expedite**

DATE: April 10, 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 RFQ Release for Maintenance, Support, and Hosting for Licensing Database for 5 Years, 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.

You are viewing this page over a secure connection. Click here for more information.

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.

ALBERTSON CONSULTING INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	3/14/2012		3/14/2012	Foreign	Profit			

Organization Information			
Business Purpose	5415 - Professional, Scientific and Technical Services - Professional, Scientific and Technical Services - Computer Systems Design and Related Services (design, programming, facilities mgmt)		
Charter County		Control Number	99TT6
Charter State	ND	Excess Acres	
At Will Term		Member Managed	
At Will Term Years		Par Value	
Authorized Shares	0	Young Entrepreneur	Not Specified

Addresses		X Close
Type	Address	
Local Office Address	21 MAIN STR S. SUITE 100 MINOT, ND, 58701	
Mailing Address	21 MAIN STR S. SUITE 100	

	MINOT, ND, 58701 USA
Notice of Process Address	DANIEL ALBERTSON 21 MAIN STR S. SUITE 100 MINOT, ND, 58701
Principal Office Address	21 MAIN STR S. SUITE 100 MINOT, ND, 58701 USA
Type	Address



Officers	
Type	Name/Address
President	DANIEL ALBERTSON 100 MAIN ST. S. MINOT, ND, 58701
Type	Name/Address

Annual Reports	
Filed For	
2024	
2023	
2022	
2021	
2020	
2019	
2018	
2017	
2016	
2015	
2014	
Date filed	

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

Thursday, August 15, 2024 — 11:12 AM

© 2024 State of West Virginia

- ☒ All Words 
- ☐ Exact Phrase 

e.g. 123456789, Smith Corp

"albertson consulting inc" 

Entity 

Location 

Status 

- ☒ Active
- ☐ Inactive

Reset 



No matches found

Your search did not return any results for active records.

Would you like to include inactive records in your search results?

Search inactive

Go back



Feedback

Our Website

- About This Site
- Our Community
- Release Notes
- System Alerts
- Policies
 - Terms of Use
 - Privacy Policy
 - Restricted Data Use

Our Partners

- Acquisition.gov
- USASpending.gov
- Grants.gov
- More Partners
- Customer Service
 - Help
 - Check Entity Status
 - Federal Service Desk

COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

Purchasing Division Use: Buyer: <u>LMR</u> Date: <u>8/15/24</u>		Agency: WV Board of Pharmacy
Solicitation No. <u>CCTH1 Renewal</u> <i>Added information about implementation period in the original contract (Section 4.1.4.1) p</i>		Procurement Officer Submitting Requisition: LeAnne Neccuzzi
		Requisition No. CCT PHB230000002 C.O. 1
		PF No.: 1250935

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 (www.state.wv.us/admin/purchase/TCP.pdf)	<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
10	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"/>
11	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

FOR CHANGE ORDERS/RENEWALS:

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

* No Backdate needed - with Purchasing to determine how to explain the implementation period / NTP issue.