



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: 06-25-2024

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:	CMA 1300 1300 STO2400000001 2	Procurement Folder:	1278857
Document Name:	Microsoft Teams Voice Hardware	Reason for Modification:	Change Order #01 To Renew Contract
Document Description:	Voice Communications Equipment-Teams Platform		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2023-10-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2025-09-30

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	VS0000041625	Requestor Name:	Alberta Kincaid
CONVERGE TECHNOLOGY SOLUTIONS US LLC 165 Barr Street		Requestor Phone:	(304) 341-0723
Lexington KY 40507		Requestor Email:	alberta.kincaid@wvsto.com
Vendor Contact Phone:	3392144444	<div style="font-size: 48px; font-weight: bold;">24</div> <div style="font-size: 24px; font-weight: bold;">FILE LOCATION</div>	
Discount Details:	Extension:		
Discount Allowed	Discount Percentage Discount Days		
#1 No	0.0000 0		
#2 No			
#3 No			
#4 No			

INVOICE TO	SHIP TO
WEST VIRGINIA STATE TREASURERS OFFICE 322 70TH ST SE CHARLESTON WV 25304 US	MANAGER OFFICE SERVICES WEST VIRGINIA STATE TREASURERS OFFICE - WAREHOUSE 7300 MACCORKLE AVE SE CHARLESTON WV 25304 US

7/1/24 GC

Total Order Amount:	Open End
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Purchasing Division's File Copy

<i>TRW 6/25/24</i> PURCHASING DIVISION AUTHORIZATION DATE: <i>Murt [Signature] 7/1/2024</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>John L. Gray [Signature]</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>[Signature] 7-2-24</i> ELECTRONIC SIGNATURE ON FILE
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7/2/2024

Extended Description:

Change Order

Change Order No. 01 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 10/01/2024 through 09/30/2025

Renewal Years Remaining: 2

No other changes

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	43000000			EA	220.000000
	Service From	Service To			Service Contract Amount
				0.00	

Commodity Line Description: Yealink MP56 Desk Phone

Extended Description:

Yealink MP56 Desk Phone - per Specifications - 3.1.1

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	43000000			EA	190.000000
	Service From	Service To			Service Contract Amount
				0.00	

Commodity Line Description: Yealink WH66 Dual Headset

Extended Description:

Yealink WH66, Dual Headset Device - per Specifications - per Specifications - 3.1.2

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	43000000			EA	180.000000
	Service From	Service To			Service Contract Amount
				0.00	

Commodity Line Description: Yealink WH67 Headset

Extended Description:

Yealink WH67, Headset Device - per Specifications - per Specifications - 3.1.3



State of West Virginia

OFFICE OF THE STATE TREASURER
PHONE: 304-558-5000 or 1-800-422-7498
www.wvtreasury.com

STATE CAPITOL, ROOM E-145
1900 KANAWHA BOULEVARD, EAST
CHARLESTON, WV 25305

RILEY MOORE
STATE TREASURER

June 12, 2024

Ms. Karen Smallwood
Converge Technology Solutions US LLC
165 Barr Street
Lexington, KY 40507

Subject: CMA STO2400000001 Microsoft Teams Voice Hardware / Change Order #01 Renewal

The West Virginia State Treasurer's Office is offering to renew the above contract under the same terms, conditions in the original agreement including all authorized change orders. The renewal dates are 10/01/2024 through 09/30/2025. If your company agrees to this renewal, please sign below and return to my attention, for processing.

Should you have any questions about this letter, please feel free to give me a call.

Very truly yours,

Belinda K. Burdette
West Virginia State Treasurer's Office
Phone: 304-341-0745
Email Belinda.Burdette@wvsto.gov

I/We agree to extend the contract for the period as stated above under the same terms and conditions in the original purchase order and any change orders thereto.

<p>DocuSigned by: Karen Smallwood 05BA48166D344AA...</p>	<p><i>Karen Smallwood</i></p>	<p>6/12/2024</p>
<p>Name/Signature</p>		<p>Date</p>

Director of Contracts & Contract Governance
Title

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Business Organization Detail

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CONVERGE TECHNOLOGY SOLUTIONS US, LLC

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC Limited Liability Company	10/21/2022		10/21/2022	Foreign	Profit			

Organization Information								
Business Purpose	5182 - Information - Data Processing, Hosting, and Related Services - Data Processing, Hosting and Related Services			Capital Stock				
Charter County				Control Number				
Charter State	WV				Excess Acres			
At Will Term	A				Member Managed	MGR	X Close	
At Will Term Years				Pa	Hi, I'm SOLO! I can help you file your Annual Report.			
Authorized Shares				Entr				

Addresses

Type	Address
Designated Office Address	165 BARR STREET LEXINGTON, KY, 40507
Mailing Address	6 BLACKSTONE VALLEY PLACE, SUITE 205 LINCOLN, RI, 02865 USA
Notice of Process Address	INCORP SERVICES, INC. 5098 WASHINGTON STREET WEST, SUITE 407 CHARLESTON, WV, 25313
Principal Office Address	130 TECHNOLOGY PARKWAY PEACHTREE CORNERS, GA, 30092 USA
Type	Address

Officers

Type	Name/Address
Manager	CONVERGE TECHNOLOGY SOLUTIONS US, LLC 165 BARR STREET LEXINGTON, KY, 40507
Type	Name/Address

Annual Reports

Filed For
2024
2023
Date filed

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

Thursday, June 27, 2024 — 9:09 AM

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e.g. 123456789, Smith Corp

"Converge Technology" 

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COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>Toby Welch</u> Date: <u>06/25/24</u>	Agency: <u>WV STO</u>
Solicitation No. <u>CMA ST0240000001</u>	Procurement Officer Submitting Requisition: <u>Alberta Kincaid</u>
	Requisition No. <u>CMA ST0240000001</u>
	PF No.: <u>1278857</u>

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 checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4	Justification for price increases/backdating/other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
5	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" 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: 