



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

State of West Virginia
Contract

Order Date: 06-12-2024

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 1400 1400 AGR2200000001 5	Procurement Folder:	907855
Document Name:	USAMEALS Software Maintenance & Support	Reason for Modification:	Change Order No. 3 To Renew Contract
Document Description:	Change Order # 3 USAMEALS Software Maintenance & Support		
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:	2021-09-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2025-06-30

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	VS0000017601	Requestor Name:	Jonathan P Adkins
OCM STAFFING INC 114 GRAYSTONE DRIVE HUMMELSTOWN PA 17036 US		Requestor Phone:	(304) 558-2202
Vendor Contact Phone:	888-322-7823	Requestor Email:	jadkins@wvda.us
Discount Details:		<div style="font-size: 48px; font-weight: bold;">2025</div> <div style="font-size: 24px; font-weight: bold;">FILE LOCATION _____</div>	
Discount Allowed	Discount Percentage Discount Days		
#1	No 0.0000 0		
#2	Not Entered		
#3	Not Entered		
#4	Not Entered		

INVOICE TO	SHIP TO
PROCUREMENT OFFICER 304-558-2221 AGRICULTURE DEPARTMENT OF ADMINISTRATIVE SERVICES 1900 KANAWHA BLVD E CHARLESTON WV 25305-0173 US	AUTHORIZED RECEIVER 304-558-2202 AGRICULTURE DEPARTMENT OF INFORMATION TECHNOLOGY DIVISION 163 GUS R DOUGLAS LN, BLDG 1 CHARLESTON WV 25312 US

7/12/24

Total Order Amount:	\$67,728.00
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Purchasing Division's File Copy

LM 7/11/24

PURCHASING DIVISION AUTHORIZATION <i>Tara [Signature] 7/12/24</i> DATE: ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM <i>John S. Gray [Signature]</i> DATE: ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION <i>[Signature] 7/16/24</i> DATE: ELECTRONIC SIGNATURE ON FILE
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7/10/2024

Extended Description:

Change Order No 3

issued to renew contract according to all specifications, terms and conditions, and pricing contained in the original contract including all authorized change orders.

Effective Dates: 7/01/2024 - 6/30/2025

0 Renewals Remaining

All provisions of the original contract and subsequent change order not modified herein shall remain in full force and effect.

No other changes

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	81112200	0.00000		0.000000	\$16,932.00
Service From	Service To	Manufacturer	Model No		
2021-09-01	2022-06-30				

Commodity Line Description: USAMEALS Software Maintenance & Support

Extended Description:

Year 1

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	81112200	0.00000		0.000000	\$16,932.00
Service From	Service To	Manufacturer	Model No		
2022-07-01	2023-06-30				

Commodity Line Description: USAMEALS Software Maintenance & Support

Extended Description:

Year 2

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	81112200	0.00000		0.000000	\$16,932.00
Service From	Service To	Manufacturer	Model No		
2023-07-01	2024-06-30				

Commodity Line Description: USAMEALS Software Maintenance & Support

Extended Description:

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	81112200	0.00000		0.000000	\$16,932.00
Service From	Service To	Manufacturer	Model No		
2024-07-01	2025-06-30				

Commodity Line Description: USAMEALS Software Maintenance & Support

Extended Description:

West Virginia Department of Agriculture

Kent A. Leonhardt, Commissioner
Joseph L. Hatton, Deputy Commissioner



22 May 2024

OCM Staffing Inc
ATTN: John Cacchiani
114 Graystone Drive
Hummelstown, PA 17036

RE: CCT 1400 AGR220000001 – USA MEALS Software Maintenance & Support

The West Virginia Department of Agriculture is offering to renew the above-referenced contract under the same terms and conditions, pricing, and specifications as the current contract and all subsequent change orders, if applicable. The renewal dates are July 1, 2024, through June 30, 2025. If your company agrees to this renewal, please fill out and sign the renewal letter and return to my attention no later than June 3, 2024.

Please let me know if you have any questions.

Sincerely

Alan Clemans

Alan Clemans, CFO : Director
Administrative Services Division

We agree to new the contract for the period as stated above under the same terms and conditions and pricing as the original contract and any change orders thereto.

Name/Signature

6-5-24

Date

Vice-President

Title

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Business Organization Detail

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OCM STAFFING INC

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	6/1/2019		6/1/2019	Foreign	Profit			

Organization Information		
Business Purpose	5191 - Information - Data Processing, Hosting, and Related Services - Other Information Services (news syndicates, libraries, archives, internet publishing, broadcasting, web search portals)	
Capital Stock		
Charter County	Control Number	0
Charter State	PA	Excess Acres
At Will Term	Member Managed	
At Will Term Years	Par Value	
Authorized Shares	Young Entrepreneur	Not Specified

Addresses	
Type	Address
Local Office Address	114 GRAYSTONE DR HUMMELSTOWN, PA, 17036
Mailing Address	114 GRAYSTONE DR HUMMELSTOWN, PA, 17036 USA
Notice of Process Address	SARAH ORDILLE 114 GRAYSTONE DR HUMMELSTOWN, PA, 17036
Principal Office Address	114 GRAYSTONE DR HUMMELSTOWN, PA, 17036 USA
Type	Address

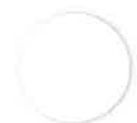
Officers	
Type	Name/Address
President	SARAH ORDILLE 114 GREYSTONE DR HUMMELSTOWN, PA, 17036
Type	Name/Address

Annual Reports	
Filed For	
2024	
2023	
2022	
2021	
2020	
Date filed	

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

Monday, July 1, 2024 — 9:31 AM

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COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>Larry D. McDonnell</u> Date: <u>7/01/24</u> Solicitation No. <u>CCT AGR22*01 c/o3</u>	Agency: WEST VIRGINIA DEPARTMENT OF AGRICULTURE Procurement Officer Submitting Requisition: RITA GAINER Requisition No. CCT AGR22*1 PF No.: 1229334
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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 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: _____

