



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: 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>         | CMA 0212 0212 TIMECLOCK22 3                                | <b>Procurement Folder:</b>      | 1061973                                   |
| <b>Document Name:</b>        | SWC: TIMECLOCK22   | <b>Reason for Modification:</b> | Change Order No. 02<br>To Renew Contract. |
| <b>Document Description:</b> | Kronos Timekeeping Clock Hardware and Maintenance Services |                                 |   |
| <b>Procurement Type:</b>     | Statewide MA (Open End)                                    |                                 |   |
| <b>Buyer Name:</b>           |  |                                 |   |
| <b>Telephone:</b>            |  |                                 |   |
| <b>Email:</b>                |  |                                 |   |
| <b>Shipping Method:</b>      | Best Way   | <b>Effective Start Date:</b>    | 2022-07-01                                |
| <b>Free on Board:</b>        | FOB Dest, Freight Prepaid                                  | <b>Effective End Date:</b>      | 2025-06-30                                |

| VENDOR                                      |                         | DEPARTMENT CONTACT         |                         |
|---|-------------------------|----------------------------|-------------------------|
| <b>Vendor Customer Code:</b>                | 000000100787            | <b>Requestor Name:</b>     | Evan Pauley             |
| UKG KRONOS SYSTEMS LLC<br>900 CHELMSFORD ST |                         | <b>Requestor Phone:</b>    | (304) 356-2462          |
| LOWELL MA 01851<br>US                       |                         | <b>Requestor Email:</b>    | evan.pauley@wvoasis.gov |
| <b>Vendor Contact Phone:</b>                | 978-244-6378            | <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                      |                            |                         |

**2025**  
 FILE LOCATION

| INVOICE TO  | SHIP TO   |
|---|---|
| VARIOUS AGENCY LOCATIONS<br>AS INDICATED BY ORDER | STATE OF WEST VIRGINIA<br>VARIOUS LOCATIONS AS INDICATED BY ORDER |
| No City WV 99999<br>US                            | No City WV 99999<br>US  |

7/25/24 6c

|                            |          |
|----------------------------|----------|
| <b>Total Order Amount:</b> | Open End |
|----------------------------|----------|

Purchasing Division's File Copy

MA 07/23/2024  
**PURCHASING DIVISION AUTHORIZATION**  
 DATE: 7/25/24  
 ELECTRONIC SIGNATURE ON FILE

**ATTORNEY GENERAL APPROVAL AS TO FORM**  
 DATE: 7/31/2024  
 ELECTRONIC SIGNATURE ON FILE

**ENCUMBRANCE CERTIFICATION**  
 DATE: 7-31-24  
 ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

CHANGE ORDER: Kronos Timekeeping Clock Hardware and Maintenance Services:

CHANGE ORDER No.02 is issued for the following:

1. To update vendor name from Kronos Inc. to UKG KRONOS SYSTEMS LLC. There are no changes to the vendors VCUST number or FEIN.
2. 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 07/01/2024 through 06/30/2025.

Renewal Years Remaining: (1)

No other changes.

| Line | Commodity Code      | Manufacturer      | Model No | Unit                           | Unit Price |
|------|---------------------|-------------------|----------|--------------------------------|------------|
| 1    | 44103207            |                   |          | EA                             | 0.000000   |
|      | <b>Service From</b> | <b>Service To</b> |          | <b>Service Contract Amount</b> |            |
|      |                     |                   |          | 0.00                           |            |

**Commodity Line Description:** Kronos Timekeeping Clock Hardware and Maintenance Services

**Extended Description:**

See Exhibit\_B for Contract Pricing - Page 27 of contract documents

**MARK D. SCOTT**  
CABINET SECRETARY

STATE OF WEST VIRGINIA  
**DEPARTMENT OF ADMINISTRATION**  
**PURCHASING DIVISION**  
2019 WASHINGTON STREET, EAST  
CHARLESTON, WEST VIRGINIA 25305-0130

**SAMANTHA L. WILLIS**  
DIRECTOR

June 14, 2024

Brian Coopman, Director of Contracts & Procurement  
Kronos, Inc.  
900 Chelmsford St.  
Lowell, MA 01851

Subject: WV Statewide Contract No.: CMA 0212 TIMECLOCK22 – Kronos Timekeeping Clock Hardware & Maintenance Services

Mr. Coopman:

The State of West Virginia is offering to renew the subject contract under the same terms, conditions and pricing. The renewal dates are July 01, 2024 through June 30, 2025. Please mark your renewal position on the corresponding statement and complete the signature information below. You may return via email to [Mark.A.Atkins@wv.gov](mailto:Mark.A.Atkins@wv.gov).

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

|                         |                                |  |                   |
|-------------------------|--------------------------------|--|-------------------|
| <u>Brian A. Coopman</u> | <u><i>Brian A. Coopman</i></u> | <u>Director, Contracts &amp; Procurement</u> | <u>07/23/2024</u> |
| <i>Print Name</i>       | <i>Signature</i>               | <i>Title</i>                                 | <i>Date</i>       |

Please call if you have any questions.

Regards,

*Mark A. Atkins, CPPB*

**Buyer Supervisor, Statewide Contracts**  
West Virginia Department of Administration  
Purchasing Division  
2019 Washington Street, East  
POB 50130  
Charleston, WV 25305-0130  
Phone: 304.558.2307  
Email: [Mark.A.Atkins@wv.gov](mailto:Mark.A.Atkins@wv.gov)

# COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

|  |  |
|--|--|
| <i>Purchasing Division Use:</i><br>Buyer: <u>02</u> Date: <u>7/23/2021</u><br><br>Solicitation No. <u>CO#2</u> | Agency:<br>WV Purchasing Division<br><hr/> Procurement Officer Submitting Requisition:<br>Mark Atkins<br><hr/> Requisition No.<br>CO#2 CMA TIMECLOCK22<br><hr/> PF No.:<br>1061973 |
|--|--|

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<br>[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<br><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 |
|----|--|--------------------------|--------------------------|--------------------------|--------------------------|
| 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 type="checkbox"/>            |
| 4 | Justification for price increases/backdating/other | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input checked="" 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: \_\_\_\_\_



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**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.*

**UKG KRONOS SYSTEMS, LLC**

| Organization Information        |                |                  |             |         |        |          |                  |                    |  |
|---------------------------------|----------------|------------------|-------------|---------|--------|----------|------------------|--------------------|--|
| Org Type                        | Effective Date | Established Date | Filing Date | Charter | Class  | Sec Type | Termination Date | Termination Reason |  |
| LLC   Limited Liability Company | 3/24/2005      |                  | 3/24/2005   | Foreign | Profit |          |                  |                    |  |

| Organization Information  |  |  |   |
|---------------------------|--|--|---|
| <b>Business Purpose</b>   | 5112 - Information - Publishing Industries - Software Publishers |  | <b>Capital Stock</b>                    |
| <b>Charter County</b>     |  |  | <b>Control Number</b> 74706             |
| <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                        |   |
|----------------------------------|---|
| <b>Type</b>                      | <b>Address</b>  |
| <b>Mailing Address</b>           | 900 CHELMSFORD STREET<br>LOWELL, MA, 01851  |
| <b>Notice of Process Address</b> | C T CORPORATION SYSTEM<br>5086 WASHINGTON ST W STE 407<br>CHARLESTON, WV, 253131561 |
| <b>Principal Office Address</b>  | 900 CHELMSFORD STREET<br>LOWELL, MA, 01851<br>USA                                   |
| <b>Type</b>                      | <b>Address</b>  |

| Officers       |  |
|----------------|--|
| <b>Type</b>    | <b>Name/Address</b>  |
| <b>Manager</b> | JOHN BUTLER<br>900 CHELMSFORD STREET<br>LOWELL, MA, 01851      |
| <b>Manager</b> | CHRISTOPHER TODD<br>900 CHELMSFORD STREET<br>LOWELL, MA, 01851 |
| <b>Type</b>    | <b>Name/Address</b>  |

| Name Changes |                     |
|--------------|---------------------|
| <b>Date</b>  | <b>Old Name</b>     |
| 1/27/2024    | KRONOS INCORPORATED |
| <b>Date</b>  | <b>Old Name</b>     |

|             |                                       |
|-------------|---------------------------------------|
| <b>Date</b> | <b>Amendment</b>                      |
| 1/27/2024   | NAME CHANGE: FROM KRONOS INCORPORATED |
| <b>Date</b> | <b>Amendment</b>                      |

| Annual Reports    |  |
|-------------------|--|
| <b>Filed For</b>  |  |
| 2024              |  |
| 2023              |  |
| 2022              |  |
| 2021              |  |
| 2020              |  |
| 2019              |  |
| 2018              |  |
| 2017x             |  |
| 2017              |  |
| 2016              |  |
| 2015              |  |
| 2014              |  |
| 2013              |  |
| 2012              |  |
| 2011              |  |
| 2010              |  |
| 2009              |  |
| 2007              |  |
| 2006              |  |
| <b>Date Filed</b> |  |

For more information, please contact the Secretary of State's Office at 304-556-6000.

Tuesday, July 23, 2024 — 9:39 AM

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- Any Words <sup>1</sup>
- All Words <sup>2</sup>
- Exact Phrase <sup>1</sup>

\*UKG KRONOS SYSTEMS, LLC\*

Entity

Location

Status

- Active
- Inactive

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