



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

State of West Virginia Contract

Order Date: 03-31-2025

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 0225 0225 PEI2400000001 3	Procurement Folder:	1336856
Document Name:	SYSTEM IMPLEMENTATION CONSULTING	Reason for Modification:	Change Order No. 1 - to renew contract
Document Description:	SYSTEM IMPLEMENTATION CONSULTING		
Procurement Type:	Central Sole Source		
Buyer Name:	Melissa Pettrey		
Telephone:	(304) 558-0094		
Email:	melissa.k.pettrey@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2024-04-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2026-03-31

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000103661 THE SEGAL COMPANY (EASTERN STATES) INC 333 W 34TH ST NEW YORK NY 10001-2402 US Vendor Contact Phone: 202-833-6400 Extension: Discount Details: <table><thead><tr><th></th><th>Discount Allowed</th><th>Discount Percentage</th><th>Discount Days</th></tr></thead><tbody><tr><td>#1</td><td>No</td><td>0.0000</td><td>0</td></tr><tr><td>#2</td><td>Not Entered</td><td></td><td></td></tr><tr><td>#3</td><td>Not Entered</td><td></td><td></td></tr><tr><td>#4</td><td>Not Entered</td><td></td><td></td></tr></tbody></table>		Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	Not Entered			#3	Not Entered			#4	Not Entered			Requestor Name: Jessica L Virtz Requestor Phone: (304) 558-7850 Requestor Email: jessica.l.virtz@wv.gov 2025 FILE LOCATION _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	Not Entered																				
#3	Not Entered																				
#4	Not Entered																				

INVOICE TO	SHIP TO
PUBLIC EMPLOYEES INSURANCE STE 2 601 57TH ST SE CHARLESTON WV 25304 US	PUBLIC EMPLOYEES INSURANCE STE 2 601 57TH ST, SE CHARLESTON WV 25304 US

CR 4-2-25

Total Order Amount: \$338,000.00

Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION

DATE:

ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM

DATE:

ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION

DATE:

ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order

Change Order No. 1 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: 4/1/2025 to 3/31/2026

Renewal Years Remaining: 0

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	80101507	0.00000		0.000000	\$169,000.00
Service From	Service To	Manufacturer	Model No		
2024-04-01	2025-03-31				

Commodity Line Description: Information technology consultation services

Extended Description:

\$13,000 per month

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	80101507	0.00000		0.000000	\$169,000.00
Service From	Service To	Manufacturer	Model No		
2025-04-01	2026-03-31				

Commodity Line Description: Information technology consultation services

Extended Description:

\$13,000 per month



Public Employees Insurance Agency

WV Toll-free: 1 (888) 680-7342

Phone: 1 (304) 558-7850

Fax: 1 (877) 233-4295

Website: www.wvpeia.com

RENEWAL MEMO

CCT PEI2400000001

Change Order 1

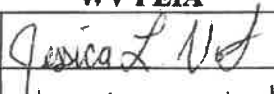

Change Order No. 1 is issued to renew the original contract according to all terms, conditions, prices and specifications contained in the original contract including all authorized change orders.

The contract as initially established was procured for the purpose of ensuring that PEIA had appropriate project management for the implementation of a new Benefit Administration System (BAS) with a new vendor Telus Health US LTD. This new BAS will be replacing the majority of PEIA's current digital infrastructure. A system replacement of this magnitude comes with significant risk of interruption to member benefits and excessive costs to PEIA and the State of West Virginia. To mitigate this risk, PEIA contracts with Segal for their expertise in a system implementation of this scale to ensure that the new BAS is appropriately individualized for PEIA needs and implemented appropriately, cost-effectively, and efficiently.

Effective date of renewal: 4/1/2025 through 3/31/2026

Renewals Remaining: 0

No other changes

WV PEIA		The Segal Company (Eastern States) Inc	
Signature		Signature	
Name	Jessical. Virtz	Name	Jeffrey Mills
Title	Fiscal & Procurement Officer	Title	VP / ATC Practice Leader
Date	3/17/25	Date	3/17/2025

STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION

To: All State Agencies Under Purchasing Division
From: Samantha Willis, Director & General Counsel
WV Purchasing *SW*
Date: January 23, 2025
Re: \$100,000 Spending Requests

MEMORANDUM

Pursuant to Executive Order 4-25, signed into effect by Governor Morrissey on January 14th, 2025, all expenditures over \$100,000 must be reviewed by the Governor's Office in advance. Any solicitations, purchase orders, or other contracts currently in the possession of the Purchasing Division, which are estimated to cost over \$100,000 are being placed on hold for review. Our Division is providing documentation of those to the Governor's Office for review.

Any new requisitions valued over \$100,000 that are received by the Purchasing Division, must have a copy of this memorandum and accompanying signatures to process as usual. If there is no evidence of Governor's Office review or approval, your requisition will be returned to seek that approval.

Thank you all for your hard work, and please feel free to reach out with any questions on our end; if you have questions about the procedure for seeking the necessary approvals internally, I would recommend reaching out to your Cabinet Secretaries and/or your Department's Governor's Office liaison.

The Accompanying Request has been reviewed and approved by the following:

[Signature]

Agency Head
[Signature]

Cabinet Secretary/Department Head

3/10/25

Date

3/10/25

Date

Governor's Office Representative

Date



Public Employees Insurance Agency

WV Toll-free: 1 (888) 680-7342
Phone: 1 (304) 558-7850
Fax: 1 (877) 233-4295
Website: www.wvpeia.com

Approval Request - Renewal

Pursuant to Executive order 4-25, signed into effect by Governor Morrisey on January 14th, 2025, all expenditures over \$100,000 must be reviewed by the Governor's Office in advance. This includes the solicitation of, or renewal of, contracts that are expected to exceed \$100,000 in total.

In accordance with this requirement, and a previously established requirement for Cabinet Secretary approval of new contracts that fall under our legislative exemption (West Virginia Code §5A-3-10b), PEIA requests approval from the Governor's Office and the Cabinet Secretary's Office to renew a contract with The Segal Company (Eastern States) Inc for one year.

The original Direct Award request approved is attached. The contract with Segal was established to obtain project management for the implementation of a new Benefit Administration System (BAS) with another vendor, Telus Health US LTD. The new BAS will be replacing the majority of PEIA's current digital infrastructure. A system replacement of this magnitude comes with significant risk of interruption to member benefits and excessive costs to PEIA and the State of West Virginia.

This contract, and the requested renewal, mitigates the risk by utilizing Segal's expertise in large-scale system implementation to ensure the new BAS is appropriately individualized for PEIA needs and implemented appropriately, cost-effectively, and efficiently.



Virtz, Jessica L <jessica.l.virtz@wv.gov>

Cabinet Secretary / Governor's Office review of expenditures

Whitehill, Shelley L <shelley.l.whitehill@wv.gov>

Tue, Mar 11, 2025 at 8:49 AM

To: "Virtz, Jessica L" <jessica.l.virtz@wv.gov>

Please see the attached approved request. This did not need the Governor's request per Cabinet Secretary Householder.

If you have any questions please let me know.

Thank you,



Shelley Whitehill-Stire
*Executive Assistant to the
Cabinet Secretary*

State of West Virginia
State Capitol
1900 Kanawha Boulevard, E.
Building 1, Room E-119
Charleston, WV 25305

304-558-4331
Shelley.L.Whitehill@wv.gov

[Quoted text hidden]



SKM_C450i25031108420.pdf
361K



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

PEI24*01 - CO#1

1 message

Wed, Mar 19, 2025 at 7:13 AM

Lyle, Tara L <tara.l.lyle@wv.gov>
To: Jessica L Virts <jessica.l.virts@wv.gov>

Jess,

Couple of things on this renewal.

1. The original contract only had one (1) one-year renewal so I changed the renewals remaining to zero.
2. Since I had to change the extended description, I changed the renewal letter attachment name in the header (I would have left alone if there were no other issues).
3. I see where you changed the date on the commodity line but the amount is \$169,000. I think we need to add another commodity line for the renewal year. The contract amount and closed amount is showing \$169,000. See below.

Document Name:	SYSTEM IMPLEMENTATION CONSULTING
Record Date:	
Budget FY:	2025
Fiscal Year:	
Period:	
Document Description:	SYSTEM IMPLEMENTATION CONSULTING
Actual Amount:	\$169,000.00
Closed Amount:	\$169,000.00
Closed Date:	01/17/2025
Supplier Received Date:	
Open Amount:	\$0.00
Open Accrual Amount:	\$0.00
Not to Exceed Amount:	\$0.00
Amendment Number:	

If you add another commodity line, change the end date on CL1 back to 3/31/25 and add the renewal dates to the new commodity line. If you can add money to the existing commodity line, I guess that would work too but I'm not sure it will work since there's a closed amount there. Since we don't dabble with the accounting lines, I am not sure how that would work.

Thanks,
Tara

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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.

THE SEGAL COMPANY (EASTERN STATES), INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	8/28/2003		8/28/2003	Foreign	Profit			

Organization Information			
Business Purpose	5419 - Professional, Scientific and Techincal Servies - Professional, Scientific and Techincal Servies - Other Professional/Scientific/Technical Services (marketing research, public opinion polling, photographic, translation & interpretation, veterinary services)		Capital Stock
Charter County		Control Number	59252
Charter State	NY	Excess Acres	<div>X Close</div>
At Will Term		M	<div>Hi, I'm SOLO! I can help you file your Annual Report.</div>
At Will Term Years		Pa	
Authorized Shares		Young Entrepreneur	
			Not Specified

Addresses

Type	Address
Mailing Address	333 WEST 34TH STREET NEW YORK, NY, 10001 USA
Notice of Process Address	Corporation Service Company 808 Greenbrier Street Charleston, WV, 25311
Principal Office Address	333 WEST 34TH STREET NEW YORK, NY, 10001 USA
Type	Address

Officers

Type	Name/Address
Director	JOSEPH A. LOCICERO 333 WEST 34TH STREET NEW YORK, NY, 10001
Director	DAVID BLUMENSTEIN 333 WEST 34TH STREET NEW YORK, NY, 10001
President	DAVID BLUMENSTEIN 333 WEST 34TH STREET NEW YORK, NY, 10001
Secretary	STEVEN C. GREENSPAN 333 WEST 34TH STREET NEW YORK, NY, 10001
Treasurer	JOSEPH M. FRISTACHI 333 WEST 34TH STREET NEW YORK, NY, 10001
Type	Name/Address

Annual Reports

Filed For

2024

2023

2022

Hi, I'm SOLO! I can help you file your Annual Report.

2021
2020
2019
2018
2017x
2017
2016
2015
2014
2013
2012
2011
2010
2009
2008
2007
2006
2005
Date filed

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

Tuesday, April 1, 2025 — 8:36 AM


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Keyword Search


For more information on how to use our keyword search, visit our [help guide](#)

Simple Search

Search Editor

☐ Any Words 

☐ All Words 

☐ Exact Phrase 

e.g. 123456789, Smith Corp

"the segal company (eastern states) 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

COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

Purchasing Division Use: Buyer: <u>R-101</u> Date: <u>4/1/25</u> <u>CotH1 Renewal</u>	Agency: <u>WV Public Employees Insurance Agency</u> Procurement Officer Submitting Requisition: <u>Jessica Virtz</u> Requisition No. Solicitation No. <u>CCT PEI2400000001</u> PF No.: <u>1336856</u>
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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"/>

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
9	Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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:

13	Two-party agreement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
14	Standard change order language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
15	Office of Technology CIO approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> N/A
16	Justification for price increases/backdating/other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> N/A
17	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> N/A

*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