



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: 02-13-2025

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:	CMA 0225 0225 PEI2200000004 5	Procurement Folder:	990086
Document Name:	SENIOR APPLICATION DEVELOPER	Reason for Modification:	
Document Description:	SENIOR APPLICATIONS DEVELOPER	Change Order No. 4 - to renew contract	
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2022-03-09
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2026-03-08

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000224457 EBRIDGE CONSULTING LLC 585 FAIRWOOD RD  HUNTINGTON WV 25705-2256 US Vendor Contact Phone: 304-736-2800 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>No</td><td></td><td></td></tr><tr><td>#3</td><td>No</td><td></td><td></td></tr><tr><td>#4</td><td>No</td><td></td><td></td></tr></tbody></table>		Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	No			#3	No			#4	No			Requestor Name: Jessica L Vitz Requestor Phone: (304) 558-7850 Requestor Email: jessica.l.vitz@wv.gov  <b>2025</b> FILE LOCATION _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

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 3-12-25

Total Order Amount:

Open End

Purchasing Division's File Copy

3/12/2025

PURCHASING DIVISION AUTHORIZATION
DATE: 3/12/25
ELECTRONIC SIGNATURE ON FILE

92.8.8

ATTORNEY GENERAL APPROVAL AS TO FORM
DATE: 3/13/2025
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
DATE: 3-13-25
ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

Change Order

Change Order No. 4 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: 3/9/25 through 3/8/26

Renewal Years Remaining: 0 year

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	81111600			HOUR	109.000000
Service From		Service To	Service Contract Amount		
2022-03-09		2023-03-08	0.00		

**Commodity Line Description:** Computer programmers

**Extended Description:**

Computer programmers

SEE ATTACHED EXHIBIT A PRICING PAGES

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	81111600			HOUR	112.000000
Service From		Service To	Service Contract Amount		
2023-03-09		2024-03-08	0.00		

**Commodity Line Description:** Computer programmers

**Extended Description:**

Computer programmers

SEE ATTACHED EXHIBIT A PRICING PAGES

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	81111600			HOUR	115.000000
Service From		Service To	Service Contract Amount		
2024-03-09		2025-03-08	0.00		

**Commodity Line Description:** Computer programmers

**Extended Description:**

Computer programmers

SEE ATTACHED EXHIBIT A PRICING PAGES

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	81111600			HOUR	118.000000
Service From		Service To	Service Contract Amount		
2025-03-09		2026-03-08	0.00		

**Commodity Line Description:** Computer programmers

**Extended Description:**

Computer programmers

SEE ATTACHED EXHIBIT A PRICING PAGES



## Public Employees Insurance Agency

WV Toll-free: 1 (888) 680-7342  
Phone: 1 (304) 558-7850  
Fax: 1 (877) 233-4295  
Website: [www.wypeia.com](http://www.wypeia.com)

CMA PEI2200000004

Contract Renewal between WV Public Employees Insurance Agency (PEIA) and eBridge Consulting, LLC. (eBridge).

Contract CMA PEI2200000004 for Computer Programmer services will terminate on March 9, 2025. The contract may be renewed 1 more time for a maximum of 1 year. PEIA and eBridge agree to renew the contract for 1 year according to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders.

### Change Order 2. Standard Renewal

Effective date of renewal: 3/9/25 through 3/8/26

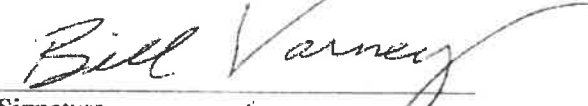
Renewal Years/Months Remaining: 0 year

No other changes

WV PEIA

eBridge Consulting, LLC

  
Signature

  
Signature

Jessica L. Vitz  
Printed Name

Bill Varney  
Printed Name

Fiscal & Procurement Officer  
Title

CEO/President  
Title

2/1/25  
Date

2/6/2025  
Date



ERIC L. HOUSEHOLDER  
CABINET SECRETARY

STATE OF WEST VIRGINIA  
DEPARTMENT OF ADMINISTRATION  
PURCHASING DIVISION

SAMANTHA WILLIS  
PURCHASING DIRECTOR

To: All State Agencies Under Purchasing Division  
From: Samantha Willis, Director & General Counsel  
WV Purchasing *SLW*  
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:

*Samantha Willis*  
\_\_\_\_\_  
Agency Head

*3/10/25*  
\_\_\_\_\_  
Date

*Eric Householder*  
\_\_\_\_\_  
Cabinet Secretary/Department Head

*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](http://www.wvpeia.com)

TO: WV Governor's Office

FROM: Jessica Vitz, Procurement Officer, PEIA

DATE: February 25, 2025

RE: Renewal Justification

The Public Employees Insurance Agency (PEIA) has a contract with eBridge Consulting, LLC, to procure the services of a Senior Applications Developer. Through this contract, PEIA pays a full-time contract employee with the specific and unique expertise necessary to administer all vendor system interface files that PEIA utilizes to manage health insurance benefits for eligible employees and retirees and support the Office of Technology in maintaining the custom COBOL/CICS infrastructure of PEIA's core benefit system.

The contract with eBridge Consulting, LLC was procured through the State procurement process to acquire someone with these specific qualifications and the original contract allowed for three renewals of up to one year. PEIA has renewed this contract twice and wishes to renew it for an additional year to maintain consistency and ensure that our system infrastructure continues without critical failures that could realistically result in PEIA members losing benefit access if applications or integrations fail.

### **PEIA System Infrastructure**

The current PEIA system infrastructure is made up of multiple applications that manage different functions for PEIA staff to manage PEIA eligibility and benefits. This includes:

#### Benefits Administration System (BAS)

This system uses COBOL, SAS, PL/SQL, SQL, and CICS to maintain member data and eligibility details.

#### Microsoft Customer Relationship Management System (CRM)

This application uses COBOL, SAS, PL/SQL, SQL, and BizTalk to manage customer relations, eligibility research, and document retrieval.

#### Microsoft Dynamics Great Plains (GP)

This system uses COBOL, SAS, PL/SQL, SQL, and BizTalk to manage PEIA financial accounting.

#### Web Contributions

This is a custom-built proprietary system used to provide members and employers with an online portal for managing employee benefit selection and member billing.



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In addition to the individual applications used, multiple interface processes have been acquired or developed to enable the various applications to share data between them as well as other relevant systems including the State of West Virginia's Enterprise Resource Planning (ERP) system wvOASIS, the Consolidated Public Retirement Board (CPRB) System, all Third Party Administrator (TPA) systems, and other applications as necessary to maintain member benefits without unnecessary interruption.

### Request For Approval

PEIA requests that approval be granted to renewal this contract for one year under the current contract terms and pricing determined with the original solicitation. The presence of the employee, Srinivasa Kasireddi, is vital for the ongoing support of the current system as well as for a smooth transition to a new system currently under implementation to replace all current applications except GP. It would be detrimental to PEIA and PEIA membership if we were to lose him at this time.

Thank you,

Jessica Virtz  
Fiscal & Procurement Officer, PEIA

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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.*

### EBRIDGE CONSULTING, L.L.C.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC   Limited Liability Company	1/31/2013		1/31/2013	Foreign	Profit		1/31/2083	

Organization Information			
<b>Business Purpose</b>	5415 - Professional, Scientific and Techincal Servies - Professional, Scientific and Techincal Servies - Computer Systems Design and Related Services (design, programming, facilities mgmt)		<b>Capital Stock</b>
<b>Charter County</b>		<b>Control Number</b>	99YUQ
<b>Charter State</b>	TX	<b>Excess Acres</b>	
<b>At Will Term</b>	T	<b>Member Managed</b>	MBR
<b>At Will Term Years</b>	70	<b>Par Value</b>	
<b>Authorized Shares</b>		<b>Young Entrepreneur</b>	Not Specified

Addresses	
Type	Address
<b>Designated Office Address</b>	585 FAIRWOOD ROAD HUNTINGTON, WV, 25705
<b>Mailing Address</b>	2275 E CONTINENTAL BLVD, SUITE 120 SOUTHLAKE, TX, 76092 USA
<b>Notice of Process Address</b>	BILL VARNEY 2275 E. CONTINENTAL BLVD. SUITE 120 SOUTHLAKE, TX, 76092
<b>Principal Office Address</b>	2275 E CONTINENTAL BLVD. SUITE 120 SOUTHLAKE, TX, 76092 USA
Type	Address

Officers	
Type	Name/Address
<b>Member</b>	WILLIE L. VARNEY 2200 COLLINS PATH COLLEYVILLE, TX, 76034
<b>Member</b>	MARCIA S. VARNEY 2200 COLLINS PATH COLLEYVILLE, TX, 76034
Type	Name/Address

Annual Reports
Filed For
2025
2024
2023
2022
2021
2020
2019
2018
2017
2016



2015
2014
<b>Date filed</b>

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

Monday, March 10, 2025 — 1:07 PM

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Filter By



## Keyword Search

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

Simple Search

Search Editor

- ☐ Any Words i
- ☒ All Words i
- ☐ Exact Phrase i

e.g. 123456789, Smith Corp

"ebridge consulting llc" ×

Entity



Location



Status



- ☒ Active
- ☐ Inactive

Reset

Entity Information



All Entity Information

Entities

Disaster Response Registry

Responsibility / Qualification



## 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

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# COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>R</u> Date: <u>3/12/25</u> Solicitation No. <u>Cot#4 Renewal</u>	Agency: <u>WV Public Employees Insurance Agency</u> Procurement Officer Submitting Requisition: <u>Jessica Virtz</u> Requisition No. <u>CMA PEI2200D00004</u> PF No.: <u>990086</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 ( <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
<b>10 Insurance requirements</b>				
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"/>
<b>11 Office of Technology CIO pre-approval</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>12 Treasurer's Office (banking) pre-approval</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**FOR CHANGE ORDERS/RENEWALS:**

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