



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

# State of West Virginia Contract

Order Date: 02-28-2025

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 0313 0313 DEP2200000006 6	Procurement Folder:	981002
Document Name:	Automation Software, Maintenance, and Support.	Reason for Modification:	
Document Description:	DWWM-Automation Software & Maintenance Renewal Year 4	Change Order No 4	
		To Renew Contract	
Procurement Type:	Central Contract - Fixed Amt		
Buyer Name:	Joseph E Hager III		
Telephone:	(304) 558-2306		
Email:	joseph.e.hageriii@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2022-03-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2026-02-28

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: VS0000031890 DIGITAMIZE INC 11921 FREEDOM DR STE 570  RESTON VA 20190 US Vendor Contact Phone: 337-764-3131 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 S Chambers Requestor Phone: (304) 414-1140 Requestor Email: jessica.s.chambers@wv.gov  <b>2025</b> 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
ENVIRONMENTAL PROTECTION DIV OF WASTE AND WATER MGT 601 57TH ST SE CHARLESTON WV 25304 US	ENVIRONMENTAL PROTECTION DIVISION OF WATER AND WASTE MGT 601 57TH ST SE CHARLESTON WV 25304 US

Total Order Amount:	\$106,559.00
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Purchasing Division's File Copy

00r 3/24/25

JA 3.25.25

PURCHASING DIVISION AUTHORIZATION DATE: <i>Munkit</i> - 3/25/2025 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>John S. Gray</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>4-1-25</i> ELECTRONIC SIGNATURE ON FILE
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4/1/2025

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 March 1, 2025 through February 28, 2026.

Renewal Years remaining: 1  
No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	43230000	1.00000	EA	24000.000000	\$24,000.00
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: Software License Subscription, Maintenance, Year 1 Support

Extended Description:

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	43230000	1.00000	EA	25680.000000	\$25,680.00
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: Renewal - Year 2 - License subscription, maint & support

Extended Description:

Renewal - Year 2 - License subscription, maint & support

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	43230000	1.00000	EA	27478.000000	\$27,478.00
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: Renewal - Year 3 - License subscription, maint & support

Extended Description:

Renewal - Year 3 - License subscription, maint & support

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	43230000	1.00000	EA	29401.000000	\$29,401.00
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: Renewal - Year 4 - License subscription, maint & support

Extended Description:

Renewal - Year 4 - License subscription, maint & support



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west virginia department of environmental protection

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Business and Technology Office  
601 57<sup>th</sup> Street, S.E.  
Charleston, WV 25304-2345  
Phone: 304-926-0499 Fax: 304-926-0461

Harold D. Ward, Cabinet Secretary  
[dep.wv.gov](http://dep.wv.gov)

February 5, 2025

Digitamize Inc  
11921 Freedom Dr Ste 570  
Reston, VA 20190

Contract Number: CCT DEP2200000006 Automation Software, Maint and Support

The West Virginia Department of Environmental Protection is offering to renew subject contract under the same terms, conditions, pricing for Renewal Year 4 at \$29,401.00 and specifications. The renewal dates are March 1, 2025 through February 28, 2026. If your company agrees to this renewal, please sign below and return the original to my attention as soon as possible.

In addition to this **Renewal Offer**, we will need an updated copy of your **Certificate of Liability Insurance**.

Please let me know if you have questions.

*Cindy Fisher*

Business and Technology Office  
WV Dept. of Environmental Protection  
Phone (304)926-0499 X 41146; Fax (304) 926-0452  
[Cindy.fisher@wv.gov](mailto:Cindy.fisher@wv.gov)

Cindy  
Fisher

Digitally signed by:  
Cindy Fisher  
DN: CN = Cindy Fisher  
email = cindy.  
fisher@wv.gov C = AD  
Date: 2025.02.05 09:  
47:44 -05'00'

To Be completed by the Vendor:

We agree to renew the contract for the period as stated above, according to the terms, conditions, prices and specifications contained in the original contract including all authorized change orders.

Siva Moduga

02/05/2025

Name/Signature

Date

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

CCT DEP22\*06 CO#4  
Automation Software Maintenance  
& Support

**MEMORANDUM**

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. 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:

**Gary W Rogers**  
Digitally signed by: Gary W Rogers  
DN: CN = Gary W Rogers email = gary.w.rogers@wv.gov  
C = US O = WV Dept of Environmental Protection  
OU = Fiscal Services  
Date: 2025.03.20 13:29:17 -0400

Agency Head

*[Signature]*  
Cabinet Secretary/Department Head

*[Signature]*  
Governor's Office Representative

Date

*3-12-2025*  
Date

*MARCH 20, 2025*  
Date



STATE OF WEST VIRGINIA  
DEPARTMENT OF ADMINISTRATION  
OFFICE OF TECHNOLOGY  
State Capitol  
Charleston, West Virginia 25305

Eric L. Householder  
Cabinet Secretary

Heather D. Abbott  
Chief Information Officer

**TO: Cindy Fisher, Procurement Specialist Senior  
Department of Environmental Protection**

**FROM: Heather D. Abbott, Chief Information Officer  
Office of Technology**

**SUBJECT: INFORMATION TECHNOLOGY PROCUREMENT  
IS&C NUMBER: 2025-2427**

**DATE: February 26, 2025**

West Virginia Code §5A-6-4(a) permits the Chief Information Officer to review and approve technology purchases for suitability to ensure such purchases comport with the State of West Virginia's overall strategic information technology goals.

West Virginia Code §5A-6-4c requires the Chief Information Officer to review and approve "technology projects."

West Virginia Code §5A-6-5 requires that "any state spending unit that pursues an information technology purchase that does not meet the definition of a 'technology project' and that is required to submit a request for proposal to the State Purchasing Division prior to purchasing goods or services shall obtain the approval of the Chief Information Officer, in writing, of any proposed purchase of goods or services related to its information technology and telecommunication systems.

After conducting a review of your request for Change order # 4 CCT DEP22\*6 Automation Software, Maintenance, and Support, the Office of Technology has determined:

X That your request is approved.

That your request is not subject to the review and approval provisions contained in Chapter 5A, Article 6 of the Code, therefore, it does not need approval by the Office of Technology.

This memorandum constitutes this office's official review and a copy should be attached to your purchase order and any other correspondence related to this request.

If you have questions, or need additional information, please contact Consulting Services at [Consulting.Services@wv.gov](mailto:Consulting.Services@wv.gov).

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### 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.*

#### DIGITAMIZE INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C   Corporation	12/10/2020		12/10/2020	Foreign	Profit			
Not in compliance. Check to see if you've filed your annual report.								

Organization Information								
<b>Business Purpose</b>	5415 - Professional, Scientific and Technical Servies - Professional, Scientific and Technical Servies - Computer Systems Design and Related Services (design, programming, facilities mgmt)			<b>Capital Stock</b>				
<b>Charter County</b>	Kanawha			<b>Control Number</b>				
<b>Charter State</b>	DE			<b>Excess Acres</b>				
<b>At Will Term</b>				<b>Member Managed</b>				
<b>At Will Term Years</b>				<b>Par Value</b>				
<b>Authorized Shares</b>				<b>Young Entrepreneur</b>	No			

**Addresses**

Type	Address
<b>Local Office Address</b>	11921 FREEDOM DR SUITE 570 RESTON, VA, 20190
<b>Mailing Address</b>	11921 FREEDOM DR SUITE 570 RESTON, VA, 20190 USA
<b>Notice of Process Address</b>	SIVA MODUGA 23010 CATERHAM DR ASHBURN, VA, 20148
<b>Principal Office Address</b>	11921 FREEDOM DR SUITE 570 RESTON, VA, 20190 USA
Type	Address

**Officers**

Type	Name/Address
<b>Vice-President</b>	SIVA MODUGA 23010 CATERHAM DR ASHBURN, VA, 20148
Type	Name/Address

**Annual Reports**

Filed For
2023
2022
2021
Date filed

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

Thursday, February 27, 2025 — 2:41 PM

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Feb 4, 2025

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e.g. 1606N020Q02

"DIGITAMIZE INC" **Federal Organizations**

Enter Code or Name



Status

☒ Active

☐ Inactive

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# No matches found

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