



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

State of West Virginia
Contract

Order Date: 04-18-2025

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 0210 4448 ISC2100000006 9	Procurement Folder:	791515
Document Name:	CO4: Mail Machine Accessories (OT24079)	Reason for Modification:	Renewal for CO4
Document Description:	CO4: Mail Machine Accessories (OT24079)		
Procurement Type:	Central Sole Source		
Buyer Name:	Toby L Welch		
Telephone:	(304) 558-8802		
Email:	toby.l.welch@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2020-12-30
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2025-12-29

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000101263 PITNEY BOWES INC PO BOX 981022 BOSTON MA 02298 1022 US Vendor Contact Phone: 304-881-9298 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: Andrew C Lore Requestor Phone: 304-352-4944 Requestor Email: andrew.c.lore@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
DEPARTMENT OF ADMINISTRATION OFFICE OF TECHNOLOGY 1900 KANAWHA BLVD E, BLDG 5 10TH FLOOR CHARLESTON WV 25305 US	WV OFFICE OF TECHNOLOGY BLDG 5, 10TH FLOOR 1900 KANAWHA BLVD E CHARLESTON WV 25305 US

CR 4-21-25

Total Order Amount: \$92,835.60

Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION DATE: <u>4/21/25</u> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <u>4/23/2025</u> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <u>4-23-25</u> ELECTRONIC SIGNATURE ON FILE
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Extended Description:

Change Order 4

Change Order 4 is issued to renew the contract for one (1) year according to all terms and conditions, specifications, and pricing contained in the Original Contract and subsequent Change Orders not modified herein.

Effective Dates: 12/30/2024 - 12/29/2025

Renewals Remaining: 0

All provisions of the Original Contract and subsequent Change Orders not modified herein shall remain in full force and effect.

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	44102108	4.00000	QTR	4641.780000	\$18,567.12
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Business Manager Interface for SendPro P3000- Initial Year**Extended Description:**

Initial Year

12/30/20 - 12/29/21

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	44102108	4.00000	QTR	4641.780000	\$18,567.12
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Business Manager Interface for SendPro P3000- YR2**Extended Description:**

Year 2

12/30/21 - 12/29/22

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	44102108	4.00000	QTR	4641.780000	\$18,567.12
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Business Manager Interface for SendPro P3000- YR3**Extended Description:**

Year 3

12/30/22 - 12/29/23

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	44102108	4.00000	QTR	4641.780000	\$18,567.12
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Business Manager Interface for SendPro P3000- YR4**Extended Description:**

Year 4

12/30/23 - 12/29/24

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	44102108	4.00000	QTR	4641.780000	\$18,567.12
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Business Manager Interface for SendPro P3000- YR5

Extended Description:

Year 5
12/30/24 - 12/29/25



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

Mark D. Scott
Cabinet Secretary

Heather Abbott
Chief Information Officer

January 3, 2024

Susan Lopinsky
Government Account Manager
Susan.Lopinsky@pb.com

Subject: Renewal of agreement CCT ISC21*06, Mail Machines Accessories Renewal

Dear Mr./Ms. Lopinsky:

Provisions were included, in the original contract documents, to renew subject contract under the same terms, conditions and pricing. The renewal dates are December 30, 2024 through December 29, 2025. If your company agrees to this renewal, please sign below and return to my attention as soon as possible.

Please contact me if you have any questions.

Sincerely,

Andrew Lore
IT Procurement and Business Services Manager/ISMI
1900 Kanawha Blvd. E., Bldg. 5, 10th Floor
Charleston, WV 25305

Attachment

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

Susan Lopinsky / Susan Lopinsky
Name/Signature

01-12-24
Date

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Business Organization Detail

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PITNEY BOWES INC.

** see attached*

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	1/2/1957		1/2/1957	Foreign	Profit			

Organization Information		
Business Purpose	3399 - Manufacturing - Miscellaneous Manufacturing - Other Miscellaneous Manufacturing (jewelry, silverware, sporting & athletic goods, dolls, toys & games, office supplies (except paper), signs, gasket, packing & sealing, musical instruments, fasteners, buttons, needles & pins, brooms, brushes & mops, burial caskets)	
Capital Stock	0.0000	
Charter County	Control Number 0	
Charter State DE	Excess Acres 0	
At Will Term	Member Managed	
At Will Term Years	Par Value 0.000000	

Authorized
Shares 0

Young
Entrepreneur

Not Specified

Addresses

Type	Address
Mailing Address	3001 SUMMER STREET STAMFORD, CT, 06926 USA
Notice of Process Address	Corporation Service Company 808 Greenbrier Street Charleston, WV, 25311
Principal Office Address	3001 SUMMER STREET STAMFORD, CT, 06926 USA
Type	Address

Officers

Type	Name/Address
Director	JILL SUTTON 3001 SUMMER STREET STAMFORD, CT, 06926
Director	KURT WOLF 3001 SUMMER STREET STAMFORD, CT, 06926
President	DEBORAH D. PFEIFFER 10110 I STREET OMAHA, NE, 68127
Secretary	LAUREN FREEMAN-BOSWORTH 3001 SUMMER STREET STAMFORD, CT, 06926
Treasurer	GEOFF KUPFERSCHMID 3001 SUMMER STREET STAMFORD, CT, 06926
Vice-President	ROBERTA MITTLEMAN 27 WATERVIEW DR SHELTON, CT, 06484
Type	Name/Address

Date

Amendment

3/21/2006

RESTATED CERTIFICATE OF AUTHORITY FILED

6/1/1992	CHANGE OF RESTATED ARTICLES OF INCORPORATION
5/4/1987	AMENDMENT TO ARTICLES OF INCORPORATION
11/21/1986	AMENDMENT TO CERTIFICATE OF INCORPORATION
11/19/1986	AMENDMENT TO CERTIFICATE OF INCORPORATION
7/30/1984	AMENDMENT TO THE ARTICLES OF INCORPORATION.
5/27/1983	AMENDMENT TO THE ARTICLES OF INCORPORATION.
12/1/1981	MERGER: MERGING ARTEC INTERNATIONAL CORPORATION, A CA CORP WITH AND INTO PITNEY-BOWES, INC., THE SURVIVOR FILED ON 11-30-1981
11/30/1981	MERGER: ARTEC INTERNATIONAL CORPORATION, A CALI. CORP., MERGED WITH AND INTO PITNEY BOWES, INC., THE SURVIVOR.
12/23/1980	MERGER: THE DRAWING BOARD, INC., A TENN. CORP., MERGED WITH AND INTO PITNEY BOWES, INC., THE SURVIVOR.
5/23/1979	CHANGE OF NAME FROM PITNEY-BOWES, INC.
5/22/1979	CERTIFICATE OF ADOPTION OF RESOLUTIONS.
5/21/1979	AMENDMENT CERTIFICATE OF INCORPORATION.
3/2/1972	MERGER: PITNEY BOWES-SAGE, INC., A DELA. CORP., MERGED WITH AND INTO PITNEY-BOWES, INC., THE SURVIVOR; ROLL 57.
5/22/1969	AMENDMENT CERTIFICATE OF INCORPORATION; ROLL 23.
5/31/1968	MERGER: THE MONARCH MARKING SYSTEM COMPANY AN OHIO CORP., MERGED WITH AND INTO PITNEY-BOWES, INC., THE SURVIVOR; ROLL 11.
5/12/1967	CERTIFICATE OF DESIGNATION AND TERMS OF 4% CONVERTIBLE CUMULATIVE PREFERRED STOCK; BOOK 254, PAGE 222.
5/11/1967	AMENDMENT TO CERTIFICATE OF INCORPORATION; BOOK 210, PAGE 486.
9/22/1964	CERTIFICATE OF RETIREMENT OF PREFERRED STOCK; BOOK 241, PAGE 500.
5/31/1963	CERTIFICATE OF RETIREMENT OF PREFERRED STOCK; BOOK 237, PAGE 635.
3/4/1960	CERTIFICATE OF RETIREMENT OF PREFERRED STOCK; BOOK 230, PAGE 152.
5/12/1959	AMENDMENT TO CERTIFICATE OF INCORPORATION; BOOK 210, PAGE 226.
11/2/1957	CERTIFICATE OF RETIREMENT OF PREFERRED STOCK; BOOK 222, PAGE 195.
2/11/1957	CERTIFICATE OF RETIREMENT OF PREFERRED STOCK; BOO PAGE 476.
Date	Amendment

Annual Reports

Filed For

2024

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

Wednesday, April 16, 2025 — 8:11 AM

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Vendor/Customer**Address**

Address Type	Street 1	City	State/Province	Zip/Postal Code	Principal Contact
✓ Billing	27 WATERVIEW DR	SHELTON	CT	06484	Susan Lopinsky
Payment	27 WATERVIEW DR	SHELTON	CT	06484	
Billing	PO BOX 371896	PITTSBURGH	PA	15250-7896	
Payment	Purchase Power PO Box 371874	Pittsburgh	PA	15250-7874	
Payment	120 HILLS PLAZA	CHARLESTON	WV	25387	
Payment	PO BOX 371887	PITTSBURGH	PA	15250 7887	
Payment	2225 AMERICAN DR	NEENAH	WI	54956 1005	
Payment	PO BOX 981022	BOSTON	MA	02298 1022	
Ordering	PO BOX 981022	BOSTON	MA	02298 1022	Susan Lopinsky
Payment	PO BOX 981039	BOSTON	MA	02298-1039	

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Vendor/Customer : 000000101263

PITNEY BOWES INC

Address Type : Billing

Division/Department :

Additional Address Info. :

Prevent New Spending : ☐

Default Currency : USD - US Dollar

Active From : 03/06/2024

Active To :

Default Record : ☐Mail Returned : ☐

Active Address : Yes

▼ Address Information

Address ID : AD000001

Country Phone Code : 1

Street 1 : 27 WATERVIEW DR

Phone : 000-000-0000

Street 2 :

Phone Extension :

City : SHELTON

County :

State/Province : CT

County Name :

Zip/Postal Code : 06484

Country : US

DUNS :

Extended DUNS :

Unique Entity Identifier :

CAGE Code :

► Prenote/EFT

► Remittance Advice

► Contact Information

► Contact Address Information

► Geographic Designation

► Change Management

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Lore, Andrew C <andrew.c.lore@wv.gov>

RE: Address Discrepancy between wvOASIS and WV Secretary of State

1 message

Susan Lopinsky <susan.lopinisky@pb.com>
To: "Lore, Andrew C" <andrew.c.lore@wv.gov>

Mon, Nov 8, 2021 at 2:09 PM

Hi Andrew, the 27 Waterview Dr. is our headquarters office. The address in OASIS is our payment address. State Procurement chose to use the PO Box 371896 in Pittsburgh for the statewide contract.

Susan Lopinsky

Pitney Bowes, Inc.

WV Government/Major Account Manager

304-881-9298

From: Lore, Andrew C <andrew.c.lore@wv.gov>
Sent: Monday, November 8, 2021 1:09 PM
To: Susan Lopinsky <susan.lopinisky@pb.com>
Subject: Address Discrepancy between wvOASIS and WV Secretary of State

CAUTION: THIS EMAIL IS FROM AN EXTERNAL SOURCE. Internet links, office documents or other attachments may contain viruses. Do not click on a link, open or enable any file unless you trust the sender.

Susan,

The address for Pitney Bowes Inc per the WV SOS is 27 Waterview Dr., Shelton, CT.

The address in wvOASIS is PO Box 371896, Pittsburgh, PA.

Can you please provide an explanation for the discrepancy?

Andrew Lore

WVOT Procurement Manager/ISMII

West Virginia Office of Technology

1900 Kanawha Blvd., E.

Building 5, 10th Floor

Charleston, WV 25305

T: 304-352-4944

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e.g. 123456789, Smith Corp

"PITNEY BOWES" x

Entity

Location

Status

- ☒ Active
- ☐ Inactive

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Entity Information ^



All Entity Information

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

Mark D. Scott
Cabinet Secretary

OK Muller
4/21/2025

Heather Abbott
Chief Information Officer

TO: Toby Welch
Senior Buyer, Purchasing Division

FROM: Derrick Day
Procurement Manager, West Virginia Office of Technology

SUBJECT: CCT ISC21*06 Change Order 4 – Mail Machine Accessories Renewal

DATE: April 14, 2025

Please accept this memorandum as an explanation for the lateness of Change Order 4 to renew for another year.

Due to Staffing shortages and turnover, WVOT is late in executing a change order pursuant to Section 3 of the original terms and conditions.

The WVOT is submitting a mutually agreed upon CO4 for CCT ISC21*06 late with dates from 12/30/24 through 12/29/2025.

Please let me know if you need anything further to support this request.

Thank You
Derrick

Derrick K. Day

Derrick Day
IT Procurement Manager
West Virginia Office of Technology
1900 Kanawha Blvd. E., Bldg 5, 10th Floor
Charleston, WV 25305