



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

State of West Virginia
Contract

Order Date: 06-18-2025

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 0323 9612 WWV2400000001 4	Procurement Folder:	1252619
Document Name:	CO #2 Virtual Job Fair Management License and Business Part	Reason for Modification:	CO #2 to renew contract
Document Description:	CO #2 Virtual Job Fair Management License and Business Part		
Procurement Type:	Central Contract - Fixed Amt		
Buyer Name:	Brandon L Barr		
Telephone:	304-558-2652		
Email:	brandon.l.barr@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2023-09-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2026-08-31

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code: VS0000038082				Requestor Name: Debra K Morgan	
PREMIER VIRTUAL LLC				Requestor Phone: (304) 558-2631	
PO BOX 741024				Requestor Email: debra.k.morgan@wv.gov	
BOYNTON BEACH FL 33474				<div>2025</div> <div>FILE LOCATION _____</div>	
US					
Vendor Contact Phone: 9545471760 Extension:					
Discount Details:					
	Discount Allowed	Discount Percentage	Discount Days		
#1	No	0.0000	0		
#2	Not Entered				
#3	Not Entered				
#4	Not Entered				

INVOICE TO	SHIP TO
FISCAL AND ADMINISTRATIVE MANAGEMENT - 5301 WORKFORCE WEST VIRGINIA 1900 KANAWHA BLVD, EAST BLDG 3, 3RD FLOOR, SUITE 300 CHARLESTON WV 25305 US	OFFICE OF ADMIN SUPPORT - 5302 WORKFORCE WEST VIRGINIA 1900 KANAWHA BLVD E BLDG 3, 8TH FLOOR CHARLESTON WV 25305 US

CR 6-19-25

Purchasing Division's File Copy

Total Order Amount: \$29,500.00

PURCHASING DIVISION AUTHORIZATION DATE: <i>6/19/2025</i> ELECTRONIC SIGNATURE ON FILE <i>[Signature]</i>	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>6-25-25</i> ELECTRONIC SIGNATURE ON FILE <i>[Signature]</i>	ENCUMBRANCE CERTIFICATION DATE: <i>6-25-25</i> ELECTRONIC SIGNATURE ON FILE <i>[Signature]</i>
--	---	--

Extended Description:

Change Order No. 2 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 Dates: 9/01/25 - 8/31/26

Renewals remaining: 1

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	80000000	0.00000		0.000000	\$9,500.00
Service From	Service To	Manufacturer		Model No	
2023-09-01	2024-08-31				

Commodity Line Description: Virtual Job Service Platform Services & Set-Up Cost Year 1

Extended Description:

Virtual Job Fair Platform including set-up costs including two (2) admin license and seven (7) user licenses for agency ability to host virtual job fair events and provide the services for employers/job seekers per the attached specifications

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	80000000	0.00000		0.000000	\$9,500.00
Service From	Service To	Manufacturer		Model No	
2024-09-01	2025-08-31				

Commodity Line Description: Virtual Job Service Platform Services & Set-Up Cost Year 2

Extended Description:

Virtual Job Fair Platform including set-up costs including two (2) admin license and seven (7) user licenses for agency ability to host virtual job fair events and provide the services for employers/job seekers per the attached specifications

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	80000000	0.00000		0.000000	\$10,500.00
Service From	Service To	Manufacturer		Model No	
2025-09-01	2026-08-31				

Commodity Line Description: Virtual Job Service Platform Services & Set-Up Cost Year 3

Extended Description:

Virtual Job Fair Platform including set-up costs including two (2) admin license and seven (7) user licenses for agency ability to host virtual job fair events and provide the services for employers/job seekers per the attached specifications

June 3, 2025

Premier Virtual LLC
PO Box 741024
Boynton Beach, FL 33474


Re: CCT WWV2400000001

Our Records indicate the CCT WWV2400000001 contract held by you will expire on 08-31-25.

We are offering to renew this contract to add the optional 3rd year of services allowed under this contract in accordance with the terms and conditions and pricing contained in the original award and/or approved change orders.

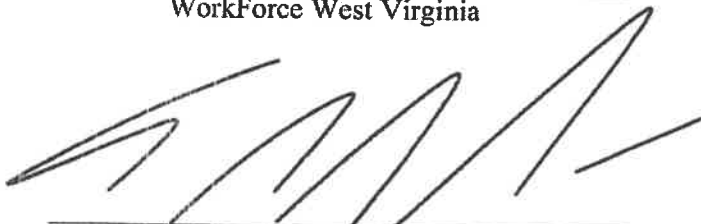
If you agree to renew, please sign below and return to me via email @ Tina.L.Lesavich@wv.gov.

Thank you.



WorkForce West Virginia

6/17/25
Date



Premier Virtual LLC

6/12/2025

Date

COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>10-Brandon Barr</u> Date: <u>6/19/2025</u> Solicitation No. <u>CCT WWV24*01</u>	Agency: WorkForce West Virginia <hr/> Procurement Officer Submitting Requisition: Tina Lesavich <hr/> Requisition No. CCT WWV2400000001 <hr/> PF No.: 1252619
---	--

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"/>
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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input 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: _____

6/19/2025

You are viewing this page over a secure connection. Click here for more information.

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.

PREMIER VIRTUAL, LLC

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC Limited Liability Company	7/25/2024		7/25/2024	Foreign	Profit			

Organization Information			
Business Purpose	5112 - Information - Publishing Industries - Software Publishers	Capital Stock	
Charter County		Control Number	
Charter State	DE	Excess Acres	
At Will Term	A	Member Managed	MGR
At Will Term Years		Par Value	
Authorized Shares		Young Entrepreneur	No

Addresses	
Type	Address
Designated Office Address	111 MAIN ST BECKLEY, WV, 25801
Mailing Address	6385 GREBE CT LAKE WORTH, FL, 33463 USA
Notice of Process Address	STEVEN EDWARDS 6385 GREBE CT LAKE WORTH, FL, 33463
Principal Office Address	6385 GREBE CT LAKE WORTH, FL, 33463 USA
Type	Address

Officers	
Type	Name/Address
Manager	STEVEN EDWARDS 6385 GREBE CT LAKE WORTH, FL, 33463
Type	Name/Address

Annual Reports	
Filed For	
2025	
Date filed	

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

Vendor/Customer

Address

Address Type	Street 1	City	State/Province	Zip/Postal Code	Principal Contact
✓ Payment	PO BOX 741024	BOYNTON BEACH	FL	33474	
Web Registrar	PO BOX 741024	BOYNTON BEACH	FL	33474	Gary Chambers
Billing	PO BOX 741024	BOYNTON BEACH	FL	33474	Gary Chambers
Payment	PO BOX 741024	BOYNTON BEACH	FL	33474	Gary Chambers
Ordering	PO BOX 741024	BOYNTON BEACH	FL	33474	Gary Chambers
Ordering	6385 Grebe Ct.	Lake Worth	FL	33463	

First Prev Next Last

Save Undo Delete Insert Copy Paste

Vendor/Customer : VS0000038082

PREMIER VIRTUAL LLC

Address Type : Payment

Division/Department :

Additional Address Info : duplicate address

Prevent New Spending :

Default Currency : USD - US Dollar

Active From : 08/31/2022

Active To : 06/12/2023

Default Record :

Mail Returned :

Active Address : No

▼ Address Information

Address ID : AD000001	Country Phone Code : 1
Street 1 : PO BOX 741024	Phone : 000-000-0000
Street 2 :	Phone Extension :
City : BOYNTON BEACH	County :
State/Province : FL	County Name :
Zip/Postal Code : 33474	Country : US
DUNS :	
Extended DUNS :	
Unique Entity Identifier :	
CAGE Code :	

▶ Prenote/EFT

▶ Remittance Advice

▶ Contact Information

▶ Contact Address Information

▶ Geographic Designation

▶ Change Management

[Top](#)[Modify Existing Record](#) [Add New Address](#)[Master Address](#)[Master Contacts](#)[Languages](#)[Vendor Transaction History](#)



Home

Search

Data Bank

Data Services

Help

Search

All Words

e.g. 1606N020Q02



Please Sign In: You must sign in to your SAM.gov account to search Entities, Responsibility/Qualification and the Disaster Response Registry.

Sign In




Filter By

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

"PREMIER VIRTUAL, LLC" 

Entity

Location

Status

- ☒ Active
- ☐ Inactive

Reset 

Entity Information ^



All Entity Information

Entities

Disaster Response Registry

Responsibility / Qualification

Exclusions



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