



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

State of West Virginia Contract

Order Date: 04-22-2025

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 0506 3074 BPH2200000001 12	Procurement Folder:	1031835
Document Name:	PUBLIC HEALTH EMERGENCY NOTIFICATION SYSTEM	Reason for Modification:	Change Order No. 3 TO RENEW CONTRACT
Document Description:	PUBLIC HEALTH EMERGENCY NOTIFICATION SYSTEM		
Procurement Type:	Central Contract - Fixed Amt		
Buyer Name:	Crystal G Hustead		
Telephone:	(304) 558-2402		
Email:	crystal.g.hustead@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2022-05-16
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2026-05-15

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000161584 COLLABORATIVE FUSION INC 235 PEACHTREE ST NE SUITE 2300 ATLANTA GA 30303 US Vendor Contact Phone: 954-308-8728 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: Heather M White Requestor Phone: (304) 352-3926 Requestor Email: heather.m.white@wvago.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
PURCHASING DIRECTOR 304-356-4116 HEALTH AND HUMAN RESOURCES BPH - THREAT PREPAREDNESS 505 CAPITOL ST, STE 200 CHARLESTON WV 25301 US	PURCHASING DIRECTOR 304-356-4116 HEALTH AND HUMAN RESOURCES BPH - THREAT PREPAREDNESS 505 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Total Order Amount:

\$185,378.39

Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION DATE: 4/24/25 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: 4/25/25 ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: 4-25-25 ELECTRONIC SIGNATURE ON FILE
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Extended Description:

Change Order

Change Order No. 3 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 is 5/16/2025 through 5/15/2026.

Renewal Years Remaining: 0

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	93131802	0.00000		0.000000	\$500.00
Service From	Service To	Manufacturer		Model No	
2022-05-16	2023-05-15				

Commodity Line Description: Emergency Notification System - Year 1/Deliverable 4

Extended Description:

Year 1/Deliverable 4: Specifications Item 4.1.14.1.4: By end of the first month of the first year of the contract: Vendor will develop initial user training curriculum/ delivery mechanism and complete initial user training for State and LHDs as described above in this document in Section 4.1.12..

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	93131802	0.00000		0.000000	\$46,421.00
Service From	Service To	Manufacturer		Model No	
2022-05-16	2023-05-15				

Commodity Line Description: Emergency Notification System - Year 1/Deliverable 6

Extended Description:

Year 1/Deliverable 6: Specifications Item 4.1.14.1.6: From the first day of the second month of the first year of the contract through the end of contract (first year): Vendor will maintain system in "ready" state, constantly monitoring for any operational irregularity and be prepared to respond to ensure constant availability of system. Vendor will support its use during notifications or information exchanges and drills and provide system upgrades and maintenance as required.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	93131802	0.00000		0.000000	\$843.36
Service From	Service To	Manufacturer		Model No	
2022-05-16	2023-05-15				

Commodity Line Description: Emergency Notification System - Year 1/Deliverable 7

Extended Description:

Year 1/Deliverable 7: Specifications Item 4.1.14.1.7: From the first day of the second month of the first year of the contract through the end of contract (first year): Technical assistance will be performed as needed upon contact by State or Local staff at a minimum not to exceed quantity of 15 hours of technical assistance per month (vendor may provide more hours in any month as part of this deliverable, but must provide at least 15 hours, and may not charge for any hours in addition to the 15).

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	93131802	1.00000	EA	227.500000	\$227.50
Service From	Service To	Manufacturer		Model No	
2023-05-16	2024-05-15				

Commodity Line Description: Emergency Notification System - Year 2/Deliverable 1

Extended Description:

Year 2/Deliverable 1: Specifications Item 4.1.14.2.1: By end of month 3 of the second year of the contract: Vendor will develop user update training curriculum/ delivery mechanism for all users as described above in this document in Section 4.1.12. Training to be provided vis 2 "web ex" presentations or 1 reproducible DVD.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	93131802	0.00000		0.000000	\$227.50
Service From	Service To	Manufacturer		Model No	
2023-05-16	2024-05-15				

Commodity Line Description: Emergency Notification System - Year 2/Deliverable 2

Extended Description:

Year 2/Deliverable 2: Specifications Item 4.1.14.2.2: By end of month 3 of the second year of the contract: Vendor will complete new user training for State and LHDs as described above in this document in Section 4.1.12. Training to be provided via 2 "web ex" presentations or one reproducible DVD.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
6	93131802	0.00000		0.000000	\$42,243.11
Service From	Service To	Manufacturer		Model No	
2023-05-16	2024-05-15				

Commodity Line Description: Emergency Notification System - Year 2/Deliverable 3

Extended Description:

Year 2/Deliverable 3: Specifications Item 4.1.14.2.3: Throughout contract period: Vendor will maintain system in "ready" state, constantly monitoring for any operational irregularity and be prepared to respond to ensure constant availability of system. Vendor will support its use during notifications or information exchanges and drills and provide system upgrades and maintenance as required.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
7	93131802	0.00000		0.000000	\$511.60
Service From	Service To	Manufacturer		Model No	
2023-05-16	2024-05-15				

Commodity Line Description: Emergency Notification System - Year 2/Deliverable 4

Extended Description:

Year 2/Deliverable 4: Specifications Item 4.1.14.2.4: Throughout contract period: Technical assistance will be performed as needed upon contact by State or Local staff at an estimated 10 hours of technical assistance per month.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
8	93131802	1.00000	EA	250.000000	\$250.00
Service From	Service To	Manufacturer		Model No	
2024-05-16	2025-05-15				

Commodity Line Description: Emergency Notification System - Year 3/Deliverable 1

Extended Description:

Year 3/Deliverable 1: Specifications Item 4.1.14.3.1: By end of month 3 of the 3rd year of the contract: Vendor will develop user update training curriculum/delivery mechanism for all users as described above in this document in Section 4.1.12. Training to be provided via 2 WebEx or equal presentations or 1 reproducible DVD.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
9	93131802	0.00000		0.000000	\$250.00
Service From	Service To	Manufacturer		Model No	
2024-05-16	2025-05-15				

Commodity Line Description: Emergency Notification System - Year 3/Deliverable 2

Extended Description:

Year 3/Deliverable 2: Specifications Item 4.1.14.3.2: By end of month 3 of the 3rd year of the contract: Vendor will complete new user training for State and LHDs as described above in this document in Section 4.1.12. Training to be provided via 2 WebEx or equal presentations or one reproducible DVD.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
10	93131802	0.00000		0.000000	\$46,421.00
Service From	Service To	Manufacturer		Model No	
2024-05-16	2025-05-15				

Commodity Line Description: Emergency Notification System - Year 3/Deliverable 3

Extended Description:

Year 3/Deliverable 3: Specifications Item 4.1.14.3.3: Throughout contract period (Year 3): Vendor will maintain system in "ready" state, constantly monitoring for any operational irregularity and be prepared to respond to ensure constant availability of system. Vendor will support its use during notifications or information exchanges and drills and provide system upgrades and maintenance as required.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
11	93131802	0.00000		0.000000	\$281.16
Service From	Service To	Manufacturer		Model No	
2024-05-16	2025-05-15				

Commodity Line Description: Emergency Notification System - Year 3/Deliverable 4

Extended Description:

Year 3/Deliverable 4: Specifications Item 4.1.14.3.4: Throughout contract period (Year 3): Technical assistance will be performed as needed upon contact by State or Local staff at an estimated 5 hours of technical assistance per month.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
12	93131802	1.00000	EA	250.000000	\$250.00
Service From	Service To	Manufacturer		Model No	
2025-05-16	2026-05-15				

Commodity Line Description: Emergency Notification System - Year 4/Deliverable 1

Extended Description:

Year 4/Deliverable 1: Specifications Item 4.1.14.3.1: By end of month 3 of the 3rd year of the contract: Vendor will develop user update training curriculum/delivery mechanism for all users as described above in this document in Section 4.1.12. Training to be provided via 2 WebEx or equal presentations or 1 reproducible DVD.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
13	93131802	0.00000		0.000000	\$250.00
Service From	Service To	Manufacturer		Model No	
2025-05-16	2026-05-15				

Commodity Line Description: Emergency Notification System - Year 4/Deliverable 2

Extended Description:

Year 4/Deliverable 2: Specifications Item 4.1.14.3.2: By end of month 3 of the 3rd year of the contract: Vendor will complete new user training for State and LHDs as described above in this document in Section 4.1.12. Training to be provided via 2 WebEx or equal presentations or one reproducible DVD.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
14	93131802	0.00000		0.000000	\$46,421.00
Service From	Service To	Manufacturer		Model No	
2025-05-16	2026-05-15				

Commodity Line Description: Emergency Notification System - Year 4/Deliverable 3

Extended Description:

Year 4/Deliverable 3: Specifications Item 4.1.14.3.3: Throughout contract period (Year 3): Vendor will maintain system in "ready" state, constantly monitoring for any operational irregularity and be prepared to respond to ensure constant availability of system. Vendor will support its use during notifications or information exchanges and drills and provide system upgrades and maintenance as required.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
15	93131802	0.00000		0.000000	\$281.16
Service From	Service To	Manufacturer		Model No	
2025-05-16	2026-05-15				

Commodity Line Description: Emergency Notification System - Year 4/Deliverable 4

Extended Description:

Year 4/Deliverable 4: Specifications Item 4.1.14.3.4: Throughout contract period (Year 3): Technical assistance will be performed as needed upon contact by State or Local staff at an estimated 5 hours of technical assistance per month.



Juware Contact
Ann Marie Brown
(336) 689-5060
annmarie.brown@juware.com

**When you send in a Purchase Order for the items below,
THE PURCHASE ORDER MUST INCLUDE THE
QUOTE NUMBER & QUOTE DATE TO BE ACCEPTED**

Quote Number: Q-16831

Quote Date: 2/28/2025

Quote for: West Virginia Department of
Health & Human Services, WV - HAN Renewal -
5/16/2025 - 5/15/2026

Quote Expires: 5/16/2025

Quote To:

West Virginia Department of Health &
Human Services, WV
State Capitol Complex
Bldg. 3, Room 206
Charleston, West Virginia 25305

Ship To:

West Virginia Department of Health &
Human Services, WV
State Capitol Complex
Bldg. 3, Room 206
Charleston, West Virginia 25305

Quote Contact:

Caprica Fletcher,
caprica.m.fletcher@wv.gov | (304) 558-0684

Thank you for your support of Juware products and services! When you are ready to proceed with a Purchase Order:

- Address all Purchase Orders to **Collaborative Fusion, Inc., 211 Perimeter Center Parkway, NE, Suite 700, Atlanta, Georgia 30346.**
- The terms and conditions of the master agreement by and between Juware, LLC (or the above affiliate) and the Client, as set forth in the applicable master agreement, shall govern and control this Quote and all services, products and deliverables provided pursuant to this Quote. Any terms and conditions in the purchase order that attempt to add, change, remove or otherwise modify terms and conditions set forth in such master agreement shall not be effective unless and until signed in a written amendment by and between the parties to the master agreement. Any such modifications via a purchase order shall be deemed null and void.
- Quotes issued in **US Dollars** and are exclusive of applicable taxes and travel expenses. Items not manufactured by Juware are subject to change. Substitutes will be provided for customer consideration and approval.

Collaborative Fusion, Inc., a Juware Company

211 Perimeter Center Parkway, NE Suite 700, Atlanta, Georgia 30346 | Phone: 556.200.0165
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Juware Contact
Ann Marie Brown
(336) 689-5060
annmarie.brown@juware.com

Year 1

ITEM NUMBER	DESCRIPTION	SALES PRICE	QTY	TOTAL PRICE
300-S-HAN-1	CORES Health Alert Network (HAN) Year 4 / Deliverable 3 (discounted) CORES Health Alert Network (HAN) Maintenance: 5/16/2025 - 5/15/2026	\$46,421.00	1.00	\$46,421.00
700-P-SCP-3	Professional Services - Service Credit Hours (CORES) Year 4 / Deliverable 4 (discounted) Client Support Off- site technical assistance not to exceed 10 hours per month.: 5/16/2025 - 5/15/2026	\$281.16	1.00	\$281.16
800-R-WBT-1	Training Center - Web-Based Training Year 4 / Deliverables 1 & 2 (discounted) CORES Web- based Administrator Training (includes one (1) two- hour training session for up to 30 students): 5/16/2025 - 5/15/2026	\$250.00	2.00	\$500.00
Year 1 Total:				\$47,202.16

Contract Total *plus applicable taxes	USD 47,202.16
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Additional Disclaimer

Work cannot be started and dates for services cannot be secured until the applicable initial payment or purchase order has been received. Pricing contained herein is based on configuration outlined above. Some items may not be sold separately. Pricing is valid until the expiration date set forth above.

If the "Bill To" entity above is tax-exempt, such entity shall be responsible for providing all necessary documentation to show such tax-exempt status.

Estimated amounts for Pre-Paid Travel Expenses are for informational purposes only; all Travel Expenses incurred by Juware or its affiliate shall be invoiced to and paid by Client.

**When you send in a Purchase Order (PO) for the items above,
THE PURCHASE ORDER MUST INCLUDE THE QUOTE NUMBER & QUOTE DATE TO BE
ACCEPTED.**

We look forward to working with you and your staff!
Signature page immediately follows

Collaborative Fusion, Inc., a Juware Company
211 Perimeter Center Parkway, NE, Suite 700, Atlanta, Georgia 30346 | Phone: 866.200.0165
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Juvaré Contact
Ann Marie Brown
(336) 689-5060
annmarie.brown@juvare.com

Collaborative Fusion, Inc.

Signed by:
By: Rajib Roy
03554DED775043E
Name: Rajib Roy
Title: President and CEO
Date: March 7, 2025 | 17:03:22 EST

**West Virginia Department of Health & Human Services,
WV ("Client")**

By: Robert J. Kivich, d
Name: Robert J. Kivich
Title: Director
Date: 10 March 25

Agreed

Heather White



Russell Crane
Interim Secretary of Health

STATE OF WEST VIRGINIA
DEPARTMENT OF HEALTH
CENTER FOR THREAT PREPAREDNESS



Robert J. Kincaid
Director

MEMORANDUM

TO: Tara Buckner, Chief Finance Officer
Bureau for Public Health

FROM: Robert Kincaid, Director *RJK*

DATE: March 7, 2025

RE: Public Health Alert Network (PHAN) System Renewal

The Center for Threat Preparedness (CTP) agrees to renew contract CCT PH2200000001 with Collaborative Fusion Inc., a JUVARE Company for twelve-month period effective May 16, 2025, through May 15, 2026. According to the terms and conditions contained in the original contract, including all change orders for the contract price of \$47,202.16 - Reference Quote Number Q-16831.

This system is an emergency notification system that provides a means to alert and notify emergency personnel of potential/occurring public health and medical incidents.

Additionally, it provides critical information to health and medical groups for use before and during emergencies. The system remains in service and available for use, both by State and Local Public Health agencies and their partners for this type of communication 24/7/365. It is critical component of the Public Health Preparedness System in West Virginia and a federal requirement for all states.

The importance of maintaining a functioning notification system in a constant ready state cannot be over-emphasized. Not having this needed contract could place health and medical personnel who rely on the system at a serious disadvantage during their preparedness or response efforts, as well as put the public at risk.



STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
OFFICE OF TECHNOLOGY

Eric L. Householder
Cabinet Secretary

State Capitol
Charleston, West Virginia 25305

Heather D. Abbott
Chief Information Officer

**TO: Courtney Buskirk, Procurement Specialist Senior
Dept of Health, Center for Threat Preparedness**

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

**SUBJECT: INFORMATION TECHNOLOGY PROCUREMENT
WVOT Number 2025-2530**

DATE: April 16, 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.

A review has been conducted of your request for the renewal needed to maintain a functioning notification system, the Office of Technology has determined:

X 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.

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Excluded Entity 

Federal Organizations 

Exclusion Type 

Exclusion Program 

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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.

COLLABORATIVE FUSION, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	11/3/2003		11/3/2003	Foreign	Profit			

Organization Information								
Business Purpose	5415 - Professional, Scientific and Technical Services - Professional, Scientific and Technical Services - Computer Systems Design and Related Services (design, programming, facilities mgmt)			Capital Stock				
Charter County				Control Number	61081			
Charter State	DE			Excess Acres				
At Will Term				Member Managed	X Close			
At Will Term Years				Pa	Hi, I'm SOLO! I can help you file your Annual Report.			
Authorized Shares				Entr				

Addresses

Type	Address
Local Office Address	200 CAPITOL STREET CHARLESTON, WV, 25301
Mailing Address	235 PEACHTREE ST SUITE 2300 ATLANTA, GA, 30303 USA
Mailing Address	Registered Agent Solutions, Inc. 555 Poca River Road, North Poca, WV, 25159 USA
Notice of Process Address	REGISTERED AGENT SOLUTIONS, INC. 200 CAPITOL ST CHARLESTON, WV, 25301
Principal Office Address	235 PEACHTREE ST SUITE 2300 ATLANTA, GA, 30303 USA
Type	Address

Officers

Type	Name/Address
Director	BRYAN KAPLAN 235 PEACHTREE ST SUITE 2300 ATLANTA, GA, 30303
President	RAJIB ROY 235 PEACHTREE STREET NE SUITE 2300 ATLANTA, GA, 30303
Type	Name/Address

Annual Reports

Filed For

2024

2023

2022

2021

2020

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

Tuesday, April 1, 2025 — 9:10 AM

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COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>Crystal Huskard</u> Date: <u>4/23/25</u> Solicitation No. <u>CCT BPH22*01</u>	Agency: CTP <hr/> Procurement Officer Submitting Requisition: Courtney M Buskirk <hr/> Requisition No. CCT BPH22*001 CO3 <hr/> PF No.: 1031835
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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"/>
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 type="checkbox"/>	<input checked="" 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: _____

Crystal Hestead